

Letter for Information Request

For BE Staff Only
Receiver:
Date: **Time:**

Date.....

To.....

I am Student ID

Mobile Number E-Mail Address

Advisor.....

Wishes to request a letter for information inquire for course

English for copies Thai for copies

From: (company name)

Contact Person

Address:

The topic of the paper or case study

Required Information:

- 1)
- 2)
- 3)

Group Member (Name - Surname)

- 1) Student ID
- 2) Student ID.....
- 3) Student ID.....
- 4) Student ID.....
- 5) Student ID.....

Sincerely yours,

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Student's Signature