

From  
Payal Jindal  
Placement Officer  
Training and Placement Department  
R V Institute of Management  
Bangalore

September 14, 2016

To  
The Director  
R V Institute of Management  
Bangalore

Respected Sir

**Subject: Permission to allow students for Colgate survey.**

With respect to the above subject, Colgate is conducting a survey on their new product on every Saturdays and Sunday for 16 days (8weeks). Since they visit only our campus in Bangalore every year and absorb RVIM Students, they have requested us to arrange 14 students for the survey.

Benefits to students:

- 14 students will have only final round for the placements
- Certificate is provided
- Students are paid Rs. 500 per day
- Students will have a practical knowledge about Sales & Marketing

We request your permission for the student to participate in the survey.

Kindly give your valuable suggestions and do the needful.

Thank you for your continuous support.

Thank you

Payal Jindal  
Payal Jindal 14/9/16.

*Handwritten notes:*  
In discussion with  
the Director of the  
RVIM Bangalore

From  
Payal Jindal  
Placement Department  
RVIM, Bangalore

Date: 26/9/2016

To  
The Director  
RVIM, Bangalore

Respected Sir,

Sub: List of students interested to attend the Colgate Survey on Saturday and Sunday for 8 weeks.

With reference to the above subject, I kindly request you to give permission to our 3<sup>rd</sup> semester MBA Marketing students to participate in the Colgate Survey on every Saturday and Sunday for 8 weeks.

Sir, as per the instructions given, we have spoken to all the marketing students, 14 students have given their names who are keen to go ahead for the survey.

The students list is as below:

1. Abhishek Raghavendra Sirur
2. Gowri Karunakarreddy
3. Praveen
4. Vinayaka Swamy H P
5. Sanjana Parashuram Basava
6. Priyanka
7. Venkatesh Gowda M G
8. Shankar Bagappa Reddy
9. Vinayak S Betageri
10. Arun Shivappa Gidogi
11. Abhishek Singh
12. Dileep V
13. Pavan V
14. Bharath Narayan Siddeshwar

Sir, I request your goodself to permit the student to participate the survey. The same will be intimated to Attendance and Timetable committee

Enclosed is the approval letter (Permission to allow students for Colgate Survey)

Thanking You

Yours Sincerely

Payal Jindal  
(Payal Jindal) 26/9/16

Take letters  
from students  
and arrange  
interview