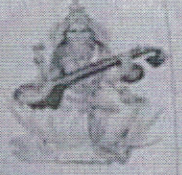


श्री सरस्वती आधारभूत विद्यालय  
SHREE SARASWATI BASIC SCHOOL (1-8)

सोलुदुधकुण्ड नगरपालिका १, फुलेली, सोलुखुम्बु  
Solududhakunda Municipality-1 Phuleli, Solukhumbu

स्था- २०४३ Estd:2043(1986)



फोन (S.N.): 080/081

चन (N): 37

१ नं प्रदेश, नेपाल (Province 1, Nepal)

मिति (Date): 26 April, 2024

To  
The chairman,  
Himalayan Trust Nepal,  
Kathmandu, Nepal

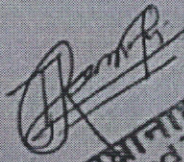
**Subject: - Request letter for an English teacher.**

Dear Sir,

With due respect we express our gratitude to you and Himalayan Trust for playing vital role to provide quality education in our school and this area along with we would like to inform you that our school is facing challenges. Our school is enough in infrastructures with the support of many organizations. Now, our only goal is to transfer quality education to students. It is being difficulties due to lack of numbers of teachers especially an English teacher. There are 112 students admitted in this new academic year and there are 10 classrooms including two level of ECED classes. There are only 10 teachers including the head teacher and two ECED volunteers. So, we would like to humble request to provide salary of one lower secondary level's teacher to appoint an English teacher.

Our school is looking for your positive response. Thank you.

Sincerely,  
Ram Kumar Rai  
Head Teacher

  
प्रधानाध्यापक  
Head Teacher