

Siam University

Request Form Recommendation

Date ..... Month ..... Year .....

I would like to request for

Faculty Staff + Salary

Faculty Staff

Other.....

To The Assistant President Of Finance

Name (Mr./Mrs./Miss) .....

Position.....

Department..... Tel..... I would like to request for .....

In case, You go abroad

Which country .....

Period of time and day that you go .....

Certificate in

Thai

English (MR. / MRS. / MISS).....

In case of you need a certificate in English. Please write your name and surname in English, Department,

Use Capital letter

Sincerely, Yours

(.....)

Position.....

...../...../.....

<p><u>Supervisor 's Comment</u></p> <p>.....</p> <p>(Signature) .....</p> <p>Position.....</p> <p>...../...../.....</p>	<p><u>Approved</u></p> <p>.....</p> <p>(Signature) .....</p> <p>Position.....</p> <p>...../...../.....</p>
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