The Boys' Brigade
39th Singapore Company
Swiss Cottage Secondary School

APPLICATION OF URGENT LEAVE

Dear Teacher IC / Officer,

Please excuse my son, ... of Class .....
(*name*)

from parade on ..... for the following reason(s):
(day and date)

.....

.....

.....

.....	.....	.....
name of parent/guardian	signature/date	contact number

Endorsement of Application of Leave
By Teacher IC/Officer

.....	.....	.....
name of TIC/Officer	signature	date