

To,

The Manager  
A. N. Pharmacy College  
Auraha, Uparhar, Prayagraj (U.P.)

Subject :- Letter of joining report

Respected sir,

In response to the offer of appointment to the post of Principal. I would like to inform you I am joining the college 03/10/2022 as a Principal and I will perform my duties sincerely, honestly and to the best of my abilities.

So, I therefore request you to kindly accept my joining report and obliged thereby.

Date :- 03/10/2022

Place :- Prayagraj

*A. N. Tiwari*  
Yours Faithfully

Principal  
A. N. Tiwari Pharmacy College  
Auraha Uparhar, Hetapatti  
Prayagraj

Received By

*A. N. Tiwari*

Manager  
A. N. Tiwari Pharmacy College  
Auraha Uparhar, Hetapatti  
Prayagraj