

Date: _____

Director

BRTC

BUET

Dhaka – 1000

ATTN: MME Dept

Subject: Request for conducting _____ test

Dear Sir,

We request you to conduct the following tests. The samples are in sealed/unsealed condition.

(a) _____

(b) _____

All test fees will be paid as per your rules and regulations.

Kind Regards,

Name: _____

Designation: _____

Company Name: _____

Company Address: _____

Telephone Number: _____

Mobile Number: _____