



TEACHING
MORE THAN JUST

Swimming



D Swim Academy Sdn Bhd

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Date: 18th September 2026

To whom it may concern,

Dear Sir/Madam,

RE: REQUEST LEAVE FOR 3RD PENANG INVITATIONAL NOVICE SWIMMING CHAMPIONSHIPS 2026

As a representative of DSA Swim Clubs, I hereby request for your kind cooperation to accept this letter as a written notification that _____, NRIC/Passport No. _____, will require release from school for TWO (2) day to participate in the above-mentioned swim meet.

- Competition Date : 17th to 18th October 2026
- Venue : Relau Sports Complex, Relau, Penang

Please contact us shall you require any further information and thank you for your kind consideration.

Yours sincerely,

D SWIM ACADEMY SDN BHD