

Date: _____

ATTY. JOHNSON G. REYES
Regional Director
National Police Commission
Regional Office No. 8
Tacloban City

Dear Sir:

May I respectfully submit the following requirements for my Renewal of Scholarship for the school year/semester_____, to wit:

1. Proof of Initial Payment;
2. Report Card/TOR
3. School Assessment/Statement of Account
4. Official Receipt of School Expenses

Thank you.

Very truly yours,

Mobile No. _____