

# Application for Facilities in The Common Room

**Question:** Suppose, you are Ratan/Ratna and you are the students of X high school. Your common room facilities are not sufficient to meet up your demand. Now, write an application to your headmaster on behalf of the students requesting him to increase common room facilities as soon as possible.

**Question:**

11 February 2014

The Headmaster

X high school, Dhaka

Subject: prayer for increasing common room facilities.

Sir,

We, the students of your school, beg to draw your kind attention to the following fact that the number of students of our school has increased considerably this year. But our common room is not spacious and well furnished. Besides, it does not provide much scope of enjoyment and entertainment. We cannot enjoy our off-period for want of indoor sports materials such as carom, chess, table tennis etc. we have no computer with internet facility. So, we are deprived of all these things.

Under the above circumstances, we hope that you would be kind enough to increase common room facilities.

Yours faithfully,

Rattan/Ratna

Class: 10, Roll No: 01

On behalf of the students of your school