Date:

Place:

Respected Sir/Madam,

I, the undersigned (FULL NAME), of (FULL ADDRESS) am a bonafide member of The Association of Minimal Access Surgeons of India (AMASI) since (year of joining AMASI) and my AMASI membership number is (MEMBERSHIP ID).

I am expressly interested in organizing a workshop/CME/conference as the organizing secretary on (date) of (month) (year) at \_(PLACE)\_\_\_\_.

I have gone through the draft of MOU for workshop/CME/conference and if selected, would abide by all its clauses.

I shall be supported in this endeavour by the following associations (if any):

1. (City chapter of ASI)
2. (State chapter of ASI)
3. (Others)

I would be grateful if you would consider my proposal and intimate me regarding your decision at the earliest

I am, yours sincerely,

(Name, EMAIL ID, MOBILE NO.)