



Republic of the Philippines  
**Department of Education**  
REGION VI – WESTERN VISAYAS  
SCHOOLS DIVISION OF ILOILO

---

\_\_\_\_\_ Date

**RUBY THERESE P. ALMENCION, PhD**

Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Madam:

I respectfully request your approval to allow the team of \_\_\_\_\_ to stay outside the Billeting Quarters of Passi National High School-JHS provided to Iloilo Delegation for WVRAA Meet 2026.

The following are the members of the team:

- |    |     |
|----|-----|
| 1. | 10. |
| 2. | 11. |
| 3. | 12. |
| 4. | 13. |
| 5. | 14. |
| 6. | 15. |
| 7. | 16. |
| 8. | 17. |
| 9. | 18. |

I am fully aware of the accountability for my athletes as a coach and that the delegation will not be liable to any untoward incidents that may happen beyond their control.

Very truly yours,

\_\_\_\_\_  
Coach

Noted:

**NICASIO B. VALENZUELA**

Division Sports Officer

Approved:

**RUBY THERESE P. ALMENCION, PhD**

Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent  
Head of Delegation

---





Republic of the Philippines  
**Department of Education**  
REGION VI – WESTERN VISAYAS  
SCHOOLS DIVISION OF ILOILO

---

\_\_\_\_\_  
Date

**RUBY THERESE P. ALMENCION, PhD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Madam:

I respectfully request your approval to allow the team of \_\_\_\_\_ to go home on \_\_\_\_\_ because our games are already finished last \_\_\_\_\_.  
Date Date

I am fully aware of the responsibility and accountability to my team members for our decision to go home ahead of scheduled departure.

I will not hold the delegation liable for any untoward incidents that may happen beyond their control.

Very truly yours,

\_\_\_\_\_  
Coach

Noted:

**NICASIO B. VALENZUELA**  
Division Sports Officer

Approved:

**RUBY THERESE P. ALMENCION, PhD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent  
Head of Delegation





Republic of the Philippines  
**Department of Education**  
REGION VI – WESTERN VISAYAS  
SCHOOLS DIVISION OF ILOILO

---

\_\_\_\_\_ Date

**RUBY THERESE P. ALMENCION, PhD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Sir:

I respectfully request your approval to allow my child \_\_\_\_\_  
Name  
of \_\_\_\_\_  
Team  
to stay with me outside the Billeting Quarter of  
Passi National High School-JHS.

I am fully aware of my responsibility and accountability to my child outside the quarter.

I will not hold the officials of the delegation liable for any untoward incident that may happen beyond their control.

Very truly yours,

\_\_\_\_\_  
Parent

Noted:

\_\_\_\_\_  
Coach

Noted:

**NICASIO B. VALENZUELA**  
Division Sports Officer

Approved:

**RUBY THERESE P. ALMENCION, PhD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent  
Head of Delegation

---





Republic of the Philippines  
**Department of Education**  
REGION VI – WESTERN VISAYAS  
SCHOOLS DIVISION OF ILOILO

---

\_\_\_\_\_  
Date

**RUBY THERESE P. ALMENCION, PhD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Sir:

I respectfully request your approval to allow my son/daughter

\_\_\_\_\_  
Name

to go home on \_\_\_\_\_ because their games are already finished last

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

I am fully aware of the responsibility and accountability to my son/daughter of my decision for him/her to go home ahead of scheduled departure.

I will not hold the delegation liable for any untoward incidents that may happen beyond their control.

Very truly yours,

\_\_\_\_\_  
Parent

Noted:

**NICASIO B. VALENZUELA**  
Division Sports Officer

Noted:

\_\_\_\_\_  
Division Sports Officer

Approved:

**RUBY THERESE P. ALMENCION, PhD**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

---







Republic of the Philippines  
**Department of Education**  
REGION VI – WESTERN VISAYAS  
SCHOOLS DIVISION OF ILOILO

---

Head of Delegation



---

Address: Luna St., La Paz, Iloilo City 5000  
Tel. /Fax No. (033) 320-1402 | (033) 320-0719 | (033) 320-0707  
E-mail Address: ilo@deped.gov.ph  
Deped Tayo Iloilo Province   depediloilo.ph