



Republic of the Philippines  
**POLYTECHNIC UNIVERSITY OF THE PHILIPPINES**  
**SANTA ROSA CAMPUS**  
*City of Santa Rosa, Laguna*

January 20, 2024

**Inst. KERR R. ZAMORA, LPT, MEM**  
*College Instructor, English Program*

Dear **Inst. ZAMORA:**

We are the students under the program of Bachelor of Science in Information Technology currently taking up our subject, Capstone Project 2. Our study is entitled **Web Based Application Barangay Blotter Management System for the Barangays of City Government of Santa Rosa, Laguna** which aims to develop a we based software that will enhance the blotter process within the barangays of the city of Santa Rosa.

In line with our study, we are required to have our manuscript checked in terms of grammar correctness and language proficiency by a grammarian/ language editor within our campus. Given your extensive background in the field of language and research we would like to seek your guidance in editing our paper and be our official grammarian.

Your acceptance and positive response regarding this matter is highly appreciated. Thank you very much.

Sincerely yours,

**Name and Signature of Student**  
Student Researcher

**Name and Signature of Student**  
Student Researcher

**Name and Signature of Student**  
Student Researcher

**Name and Signature of Student**  
Student Researcher

**Name and Signature of Student**  
Student Researcher

**Name and Signature of Student**  
Student Researcher

Accepted:

**Inst. KERR R. ZAMORA, LPT, MEM**  
*College Instructor, English Program*

Date Signed/ Accepted: \_\_\_\_\_

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