

Student request for extended library access

Subject: Request for Extended Library Access

Dear Librarian,

I am writing to request permission for extended access to the school library during the evenings. As I am preparing for upcoming board examinations, additional library hours would be extremely helpful in creating a productive study environment.

I assure you that I will follow all library rules and maintain discipline during the extended hours.

Sincerely,

[Student's Name]

[Class/Grade]

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