

Letter Head of the Organization

Date:

Director of DBA Program
Othman Yeop Abdullah Graduate School of Business
UNIVERSITI UTARA MALAYSIA
06010 Sintok, Kedah, Malaysia

Sub: Approval for Case Writing and Analysis

Dear Sir,

This is to clarify that your students/staff have approached us regarding permission to write case on our organization as a part of UUM academic requirements. We understand that you and your students will use only public/published information by way of brochures, annual reports, our website/news feed.

It is understood by our organization that the purpose of the case writing is pure academic. By this letter, we authorize you to write case on our organization for purpose of teaching or publishing in case collections, case books, case journals and case writing competitions by UUM or established publishing houses.

If we have any doubt, we can approach you on your contact numbers and email provided in your request letter.

Yours Faithfully,

Signature

Name:

Designation:

Email:

Direct No/ Hand Phone No:

(Stamp in absence of letter head)