06-01-2020

Thomas Hardy

Manager

QQWE Realtors

Lo Angeles, WE 899000

Dear Mr. Hardy,

Hi, I apologize for not making into a class because due to some weather change I am suffering from high fever up to 102°, cough and flu so I am unable to attend the class for at least 4 to 5 days and of course, miss the important lectures of yours. I know it’s a big loss of my studies but I can’t get out of it, So it’s a big favor of you if you can arrange notes of the best student in the class so I can easily manage all things, I shall be very thankful to you.

Sincerely,

Jones Rebeca