Date:

The Principal,

Name of the institute,

**SUBJECT:  SUGGESTIONS FOR IMPROVEMENT IN CANTEEN SERVICES**

Respected sir,

I am (mention your name), a student of Grade X, section B. My roll number is 2443. Through this letter, I want to draw your attention towards the canteen of the school on behalf of the entire class. Although the school’s cafeteria is good, there are certain improvements that we think must be brought to it.

Firstly, the food sold to the students is very oily and not good for the health of students of any age. I believe that the food should not be cooked in the abundance of oil since it does not have a good impact on the health of the students.

Secondly, the prices of the food sold in the cafeteria are not on the standard scale. Students have to pay an extra amount to buy food. I would like to suggest you please conduct an inquiry and monitor the prices.

Thirdly, sometimes, the quality of the food is too low and it is seen that standard procedures of hygiene are not followed. Therefore, the quality of the food should be taken into consideration.

At last, it is my humble request to you to please ensure the availability of nutritional food in the cafeteria.  The food items present in the school shop should be able to improve the health of the students and staff members. The supply of food that is prepared with unhygienic procedures should be discontinued immediately.

I hope that you will consider my recommendations. Thank you so much for your consideration.

Regards,

Name of the student,