

[date]

[To Name]
Visiting Faculty
MBA
ford University

Subject: Submission of Report

Dear Sir,

We are pleased to submit the report that you asked for & gave us the authorization to work on "Marketing Strategies on XYZ Stamford Pran Dairy Farm this report is an essential part of our course, we tried our best to work on it carefully and sincerely to make the report informative.

The study I conducted enhanced our knowledge to make an executive report. This report has given us an exceptional experience that might have immense uses in the future endeavors and I sincerely hope that it would be able to fulfill your expectations.

We have put our sincere effort to give this report a presentable shape and make it as informative and precise as possible. We thank you for providing us with this unique opportunity.

Sincerely yours,

Ismat Ara	SI # 04
Shamima Tahura Siddika	SI # 19
Md. Asaduzzaman	SI # 20
Asma Sultana	SI # 38