**A copy of this letter should be provided from your company email address or on your company’s letter head.**

Global Office

Royal College of Physicians

Regent’s Park, NW1 4LE

Date

Dear

**Attendance at Jeelani Drabu Palliative Care course in Karachi**

I write to give permission for [INSERT NAME] to attend the Jeelani Drabu Palliative Care course from 24 – 28 November 2025 in Karachi.

Please include in this letter

* The applicant’s job title
* how you think the applicant will benefit from this course
* And the impact this will have on your institution

Yours sincerely,