



"INDIAN SOCIETY FOR FACIAL TRAUMA, AESTHETIC AND RECONSTRUCTIVE SURGERY OF OTORHINOLARYNGOLOGISTS" (ISFARO)

No. 4, Damodaran Street, Panjavadi, Chetpet, Chennai – 600 031, Tamil Nadu, India.

www.isfaro.in Email : isfaroinfo@gmail.com

Letter for the submission of proposal to hold the CME / Workshop

From

To

Dr. Vijaya Krishnan P,
Secretary ISFARO,

Madras ENT Research Foundation (P) Ltd,

No– 1, 1st Cross Street, 2nd Main Rd, Raja Annamalaipuram,

Chennai – 600028, Tamil Nadu, India. Ph : +91 44 2431 1411 – 1414, Email : secretary.isfaro@gmail.com

Dear Sir,

Sub: Submission of proposal to hold the CME / Workshop reg.

With reference to the above and as an Organizing Chairman / Secretary of the forthcoming CME / Workshop I herewith submit the proposal for holding the CME / Workshop under the banner of Indian Society for Facial Trauma, Aesthetic and Reconstructive Surgery of Otorhinolaryngologists (ISFARO).

Activity name : _____
Date : _____
Venue : _____
Registration fee : _____
Organizing Chairman : _____
Organizing Secretary : _____
Invited Guest Faculty : _____

I would greatly appreciate if you could acknowledge and accept the proposal.

Thanking you,

yours faithfully,

Place : _____

Date : _____

(Organizing Chairman / Secretary)

For Office use only

Final decision : Accepted / Rejected

Remarks if any : _____

(On receipt of the acceptance letter, details of how the Scientific program will be conducted should be sent to the Secretariat.)