

NYSC Permission Letter to Travel for Maternity Leave Format

[Your Full Name]
[NYSC State Code]
[Your Address]
[City, State]

[Date]

The Local Government Inspector,
[Local Government Area Name],
[NYSC State Secretariat Address],
[City, State].

Dear Sir/Madam,

Subject: Request for Maternity Leave and Permission to Travel

I am [Your Full Name], a serving corps member with state code number [NYSC State Code], Batch [Batch and Stream Number], currently posted to [Name of Your Primary Place of Assignment (PPA)] in [Local Government Area, State]. I am writing to formally request maternity leave and permission to travel due to my pregnancy.

I am expecting to deliver my baby around [Expected Delivery Date]. In light of this, I kindly request to be granted maternity leave starting from [Proposed Start Date] to [Proposed End Date], allowing for adequate time for childbirth and recovery. I am also requesting permission to travel to [Location], where I will have access to family support and medical care during this period.

Attached to this letter is a medical certificate from my doctor confirming my pregnancy and the anticipated delivery date. I assure you that I will resume my service at my PPA as soon as the maternity leave ends, and I am fully committed to completing my service year in accordance with NYSC guidelines.

For further communication or clarification, I can be reached at [Your Phone Number] or [Your Email Address]. I kindly request your favorable consideration of my application and look forward to your approval.

Thank you for your time and understanding.

Yours faithfully,

[Your Signature]
[Your Full Name]
[NYSC State Code]