Letter to the District Magistrate regarding

The District Magistrate

Prayagaraj, Uttar Pradesh.

Subject – Regarding the noise of loudspeakers till late night.

Sir,

I have to inform you about the discomfort of my area. Some people of my area play loudspeakers till late night. The result is it that they disturb the peace of everybody.

So, I request you to take some important steps immediately to solve the public difficulty of my locality.

Aal people of my locality will be highly obliged.

Thanking you.

Yours faithfully.

X.Y.Z.

Gyansindhu Coaching Classes

A letter to the Editor of a newspaper.

To,

The Editor,

The times of India.

Lucknow, Uttar Pradesh.

Subject: A complaint about water logging and bad condition of roads.

Sir,

I have inform you the difficult problem of my locality Ramnagar , about ..... All people of my area suffer much from this problem. Kindly publish the problem of my area in your popular news paper.

All People of my village will be grateful for this kind act.

Thanking you.

Yours truly

Name- XYZ

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