

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

The District Collector

[District Name]  
[Office Address]  
[City, State, Zip Code]

Subject: Request for Permission for [Specify Purpose]

Dear [District Collector's Name/Title],

I hope this letter finds you well. I am writing to seek your permission for [briefly explain the purpose, e.g., organizing an event, conducting a survey, etc.] in [specify location] on [date].

[Provide a detailed explanation of the request, including the significance, expected outcomes, and any relevant details.]

I assure you that all necessary precautions will be taken to ensure [mention any safety measures, compliance with local regulations, etc.].

I kindly request your approval for the proposed activity. Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Position, if applicable]

[Your Organization, if applicable]