

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

The Director,
Central Government Health Scheme (CGHS),
[Office Address]
[City, State, ZIP Code]

Subject: Request for CGHS Pensioner Benefits

Dear Sir/Madam,

I hope this letter finds you well. I am writing to formally request information regarding the benefits available to me as a pensioner under the CGHS scheme.

My details are as follows:

- Name: [Your Name]
- Pensioner ID: [Your Pensioner ID]
- Date of Retirement: [Your Retirement Date]

I would appreciate your guidance on the procedures for availing the CGHS facilities, including any specific requirements or documentation needed. Thank you for your assistance in this matter. I look forward to your prompt response.

Sincerely,
[Your Name]