

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

To,

The Electoral Officer,
[Electoral Office Address]
[City, State, Zip Code]

Subject: Request for Reissue of Election Card

Dear Sir/Madam,

I hope this letter finds you well. I am writing to request the reissuance of my election card due to [mention the reason: loss, damage, change of details, etc.].

My details are as follows:

- Name: [Your Full Name]
- Voter ID Number: [Your Voter ID Number]
- Constituency: [Your Constituency Name]
- Date of Birth: [Your Date of Birth]

I have attached the necessary documents [list documents if needed, e.g., ID proof, application form] to facilitate the reissue process.

I kindly request you to process my application at your earliest convenience.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]