

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

To

The Election Officer

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

Subject: Application for Election Card

Dear Sir/Madam,

I am writing to formally apply for my election card online. I would like to ensure my eligibility to vote in the upcoming elections and would appreciate your assistance in this matter.

I have provided my details below for your reference:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Address]
- Voter ID (if applicable): [Your Voter ID]

Please let me know if any further information or documentation is required to process my application. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

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