

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

To,

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

Subject: Application for Election Card

Dear Sir/Madam,

I am writing to request the issuance of my election card. I am a resident of [Your Locality/Area], and I wish to participate in the upcoming elections.

Please find the necessary details below:

- Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Complete Address]
- Identification Proof: [Type of ID submitted]

I have attached copies of the required documents for your verification. I kindly request you to process my application at your earliest convenience.

Thank you for your attention to this matter.

Sincerely,

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