```
[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title/Position]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]
Subject: Statement of Forgery Discovery
Dear [Recipient Name],
I am writing to formally report a discovery of forgery related to
[provide brief description of the document or transaction in question].
Details of the Forgery:
- Type of document: [e.g., contract, signature]
- Date of incident: [date]
- Description of the forgery: [detailed explanation of what was
discovered and any relevant context]
- Impact: [describe how this forgery affects you, the organization, or
any other parties involved]
I have attached pertinent documents and evidence that support my claim,
including [list of attached documents].
I urge you to take immediate action to investigate this matter thoroughly
and address any implications that may arise from this situation.
Thank you for your prompt attention to this important matter. I look
forward to your response.
Sincerely,
[Your Name]
[Your Title/Position, if applicable]
[Your Signature (if sending a hard copy)]
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