

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

[Date]
[Recipient Name]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to register for the General Knowledge Workshop scheduled for [Date] at [Venue/Location]. I am very interested in enhancing my knowledge and skills in this area.

Please find my details below:

- Full Name: [Your Full Name]
- Age: [Your Age]
- Contact Number: [Your Contact Number]
- Email Address: [Your Email Address]
- Emergency Contact: [Emergency Contact Name and Number]

I understand that the workshop fee is [Amount], and I am prepared to make the payment as instructed.

Thank you for considering my application. I look forward to participating in the workshop and furthering my knowledge in general awareness.

Sincerely,
[Your Name]