

[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 hope this letter finds you well. I am writing to confirm the completion of my General Knowledge (GK) registration process.

I have fulfilled all necessary requirements, including [briefly list the steps you completed, e.g., submitting the application form, paying the registration fee, etc.].

Please let me know if you require any further information or documentation from my side to finalize my registration. I look forward to participating in the upcoming GK activities and events.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]