

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Organization/Agency Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Report of Human Rights Violations

I am writing to formally report a series of violations of human rights that have occurred in [Location/Context] involving [Individuals/Groups involved].

[Provide a detailed description of the incidents, including dates, locations, and any relevant evidence or documentation you may have.]
These actions constitute serious violations of [cite specific human rights principles or laws, if applicable] and raise concerns regarding [explain the broader implications of these violations].

I urge your office to investigate these incidents and take appropriate action to address these violations and ensure that justice is served.

Thank you for your attention to this serious matter. I look forward to your prompt response.

Sincerely,

[Your Name]
[Your Title/Position, if applicable]
[Your Organization, if applicable]