

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

To,

The Director,
Jaipur Development Authority (JDA),
[Office Address],
Jaipur, Rajasthan,
[Postal Code]

Subject: Request for Allotment Letter for Land Purchase

Dear Sir/Madam,

I am writing to formally request the allotment letter for the land purchased under the [Name of Scheme/Project] from the Jaipur Development Authority. Below are the details pertaining to my application:

1. **Applicant Name:** [Your Name]
2. **Application Number:** [Your Application Number]
3. **Plot Number:** [Plot Number]
4. **Total Area:** [Total Plot Area]
5. **Location of Plot:** [Plot Location Description]
6. **Payment Details:**
 - **Payment Reference Number:** [Payment Number]
 - **Date of Payment:** [Payment Date]
 - **Total Amount Paid:** [Amount]

I have enclosed all necessary documents, including proof of payment, copy of the application form, and identity proof.

I kindly request you to process my application at your earliest convenience and issue the allotment letter for my records.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]