

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

The Officer In Charge  
Jharkhand Police

[Police Station Name]  
[Police Station Address]  
[City, State, Zip Code]

Subject: Application for [Specify Purpose]

Dear Sir/Madam,

I am writing to formally apply for [specific reason, e.g., a job, permission for an event, a complaint, etc.]. My name is [Your Name], and I reside at [Your Address].

[In this paragraph, explain the purpose of your application in detail. Include any relevant information, personal background, or context that supports your application.]

I would be grateful if you could [state what you are requesting from the police department]. Thank you for considering my application. I look forward to your positive response.

Yours sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]