

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

To,

The Officer In Charge,
[Police Station Name]
[Police Station Address]
[City, State, ZIP Code]

Subject: Legal Notice

Dear Sir/Madam,

I, [Your Name], son/daughter of [Your Father's Name], residing at [Your Address], wish to bring to your attention the following matter:

[State the details of the incident or issue clearly and concisely.

Include dates, locations, and any parties involved.]

Despite my previous attempts to resolve this matter, [explain any attempts made, if applicable]. Consequently, I am compelled to issue this legal notice for immediate action.

I kindly request you to take appropriate action in accordance with the law to address my concerns.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Signature (if sending a hard copy)]