

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

To,

The Secretary,  
Jammu and Kashmir Public Service Commission (JKPSC),  
[JKPSC Address]  
[City, State, Zip Code]

Subject: Application for [Post/Examination Name]

Dear Sir/Madam,

I am writing to express my interest in applying for the [Post/Examination Name] as advertised by JKPSC. I have completed my [Educational Qualification] from [University/Institution Name] and have [mention any relevant experience or qualifications].

Enclosed with this letter are my application form, relevant certificates, and photographs in accordance with the guidelines provided.

I assure you that I meet all the eligibility criteria and am keen to contribute positively to your esteemed organization.

Thank you for considering my application. I look forward to the opportunity to discuss my candidacy further.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]