

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

The Officer In Charge
Jharkhand Police Department
[Police Station Name]
[Police Station Address]
[City, State, Zip Code]

Subject: Complaint Regarding [Nature of Complaint]

Dear Sir/Madam,

I am writing to formally lodge a complaint regarding [briefly explain the issue: theft, harassment, etc.] that occurred on [date] at [location].

On this date, [provide detailed description of the incident, including any relevant information such as time, involved parties, and any actions taken]. Despite my efforts to resolve this matter by [mention any prior attempts to resolve the issue], I have not received any assistance.

I request that the police investigate this incident and take appropriate action against those responsible. I have attached [mention any documents, photographs, or witnesses] for your reference.

Thank you for your attention to this matter. I hope for a prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]