

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

The Superintendent of Police,

Jharkhand Police,

[Police Station/Department Address]

[City, State, Zip Code]

Subject: [Brief Subject of the Letter]

Dear Sir/Madam,

I am writing to bring to your attention [specific issue or request], which I believe requires your immediate consideration.

[In the next paragraph, provide detailed information about the issue or request, including any relevant dates, locations, and people involved. Be concise yet thorough.]

I kindly request that you [mention what action you want from the police, such as an investigation, assistance, etc.].

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]