

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

[Recipient's Name]  
[Recipient's Title]  
[Organization Name]  
[Organization Address]  
[City, State, Zip Code]

Subject: NTSC Verification Request

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to request verification of my NTSC (National Talent Search Contest) status for [specific purpose - e.g., academic application, scholarship, etc.].

My details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- NTSC Roll Number: [Your Roll Number]
- Year of Examination: [Year]

I would appreciate your assistance in providing the necessary verification details at your earliest convenience. If you require any further information, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

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