

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

The National Transport and Safety Authority (NTSA)

[NTSA Address]  
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Application for [Specify Purpose, e.g., Driving License, Vehicle Registration, etc.]

I am writing to formally submit my application for [specific request] as per the requirements set forth by the National Transport and Safety Authority.

I have attached all necessary documents which include:

1. [List of documents, e.g., ID copy, application form, payment receipt, etc.]
2. [Any additional documents as required]

I appreciate your attention to my application and look forward to your positive response.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]