

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Date]
The Prime Minister
[Prime Minister's Office Address]
[City, State, ZIP Code]
Dear Prime Minister [Last Name],
[Opening paragraph: Introduce yourself and state the purpose of your letter.]
[Second paragraph: Elaborate on your concerns, comments, or suggestions.]
[Third paragraph: Provide any additional information or personal anecdotes relevant to your message.]
[Closing paragraph: Express your hope for a response or action and thank the Prime Minister for their time.]
Sincerely,
[Your Name]