

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

[Recipient's Name]  
[Department Name]  
[Organization Name]  
[Address]

[City, State, Zip Code]

Subject: Application for RTA

Dear [Recipient's Name],

I am writing to formally apply for the RTA (Road Traffic Authority) through this letter.

[Paragraph 1: Introduction - Briefly introduce yourself and your purpose for writing.]

[Paragraph 2: Details - Provide detailed information regarding your application, including any relevant background and experiences.]

[Paragraph 3: Closing - Summarize your request and express your hope for a positive response.]

Thank you for considering my application. I look forward to your response.

Sincerely,

[Your Name]