

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

To,

The Registrar,

[Name of the Society Registration Authority]

[Authority Address]

[City, State, Zip Code]

Subject: Application for Society Registration

Dear Sir/Madam,

I am writing to formally submit an application for the registration of a society under the [Relevant Act/Legislation]. Below are the details of the proposed society:

1. ****Name of the Society:**** [Proposed Name]
2. ****Objectives of the Society:****
 - [Objective 1]
 - [Objective 2]
 - [Objective 3]
3. ****Address of the Society:**** [Society Address]
4. ****List of Founding Members:****
 - [Member 1: Name, Address]
 - [Member 2: Name, Address]
 - [Member 3: Name, Address]
5. ****Proposed Constitution/Bylaws:**** [Attach document]

I have enclosed the required documents, including the memorandums, bylaws, and identity proofs of the founding members.

I kindly request you to process our application and grant the necessary registration.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Designation, if applicable]

[Your Society Name, if applicable]