

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Local Election Office Name]
[Office Address]
[City, State, ZIP Code]

Dear [Election Official's Name or "Election Office"],

Subject: New Voter Registration

I am writing to formally submit my application for voter registration in [City/State]. Below are my details as required for the registration process:

- Full Name: [Your Full Name]
- Date of Birth: [MM/DD/YYYY]
- Address: [Your Full Address]
- City: [City]
- Zip Code: [ZIP Code]
- Phone Number: [Your Phone Number]
- Email: [Your Email Address]

I have enclosed [mention any enclosed documents, if necessary, like ID or proof of residency]. Please confirm the receipt of my application and let me know if any further information is required.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]