

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

The Director,
Unique Identification Authority of India (UIDAI),
[Office Address]
[City, State, Zip Code]

Subject: Request for Aadhaar Generation/Correction/Update

Dear Sir/Madam,

I am writing to request the [specific request, e.g., generation, correction, or update] of my Aadhaar details as per the guidelines mentioned in the prescribed gazette.

****Details of the Applicant:****

1. Name: [Your Full Name]
2. Date of Birth: [Your Date of Birth]
3. Address: [Your Complete Address]
4. Aadhaar Number (if applicable): [Your Aadhaar Number]
5. Mobile Number: [Your Mobile Number]

****Request Details:****

- [Specify the nature of the request, e.g., "I would like to update my address to ...", "I need to generate a new Aadhaar", etc.]

- [Include any relevant documents you are enclosing or have submitted.]

I affirm that the information provided above is accurate to the best of my knowledge. Kindly process my request at your earliest convenience.

Thank you for your attention to this matter.

Yours sincerely,

[Your Signature (if sending a hard copy)]
[Your Name]