```
[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
To,
The Officer In-Charge,
IBPS,
[IBPS Address]
[City, State, ZIP Code]
Subject: Application for IBPS PO Mains Examination
Respected Sir/Madam,
I am writing to formally apply for the IBPS PO Mains Examination
scheduled for [insert date]. I have successfully completed the
preliminary examination held on [insert date], and I am eager to take the
next step in the selection process.
My details are as follows:
- Name: [Your Full Name]
- Registration Number: [Your Registration Number]
- Roll Number: [Your Roll Number]
- Date of Birth: [Your Date of Birth]
I have enclosed the necessary documents as required for the application,
including:
1. [List of documents, e.g., photocopy of preliminary exam results,
identification proof, etc.]
2. [Any other relevant documents]
I kindly request you to consider my application for the IBPS PO Mains
Examination. I am looking forward to the opportunity to demonstrate my
skills and knowledge.
Thank you for your time and consideration.
Yours sincerely,
[Your Signature (if sending a hard copy)]
[Your Printed Name]
```