

Worksheet

11

Date 15 05 2021

Name ANIKET MOHAPATRA

Class & Sec. 7C

Roll No.

Marks OBT.

Writing : Formal Letter

1. Write a letter to the Superintendent of Police about the malpractices of auto rickshaw drivers plying in the city, requesting him to deal with them strictly to improve upon the traffic in the city.

Hints

- overloading by auto rickshaw drivers very common
- school autorickshaw drivers worst offenders
- cause of many fatal accidents
- strict action needs to be taken

Space for Answer

BBSR ~~Police Station~~

Odisha

15th May 20XX

To the Superintendent

BBSR Police Station

Sir

Subject: Autorickshaw drivers plying in the city

The Reason for writing this letter to you ~~because~~ is the problems faced by the locals in heavy traffic by the auto rickshaw drivers. ~~are~~ overloading by auto rickshaw drivers very common, school autorickshaw drivers worst offenders, cause of many fatal accidents. ~~strict~~ Kindly take strict action for the future.

Yours faithfully

Aniket Mohapatra