TO

**[Receiver Name]**

**[Receiver Title]**

**ADDRESS: [Receiver Address]**

**EMAIL:** **[Email Address]**

**PHONE: [Home Phone]**

FROM

**[Sender Name]**

**[Sender Title]**

**Sub:** Increase of air pollution in East Hyderabad

Respected Sir/Ma’am**[Name]**,

I am Drishya, a member of NGO Prada. I am writing to you to bring to your notice the increasing effect of air pollution in our neighborhood and in the surrounding areas.

East Hyderabad has seen a rapid increase in the use of private transportation and the number of industrial sectors that have come up in recent years. This has increased the risks of serious health hazards, including breathing difficulties, chronic diseases, lung damage, nausea, fatigue, etc.

The hospitals around the area have already seen an unexpected rise in the number of patients showing symptoms of chronic illness, and it is important that people and government authorities are made aware of this dangerous situation at the earliest.

Owing to the seriousness of this situation, I request you to kindly highlight the issue so that some action can be taken to curb the effect of air pollution and decrease the risk of people being affected by it.

Thanking you

Yours sincerely,

Drishya Ragunath

Member of NGO Prada