T.D. Public School Delhi

19/01/20XX

To,   
The Editor  
XYZ Newspapers  
Delhi

**Subject:** Water Conservation

Respected Sir / Mam,

Hello! I am Sheela, student of S.M. Public School, Delhi, and class 10. I am writing this letter with concern regarding the poor condition of road. During the rainy season, there is water logging everywhere, which makes it difficult for the commuters to walk or ride their bicycle or car even.

It is extremely dangerous for people to come out of their house during rainy season as there are pot holes on the road which further lead to accident. Not only accident become a concern but for people living near such areas are also at risk due to the born of various diseases like dengue.

An awareness must be created regarding this condition. So, it is my humble request that you highlight this issue in your newspaper and spread awareness among the public. Media is one of the most powerful tools these days. It holds the power to make and break the kingdom and can definitely urgent the government and the public to be more responsible towards water problems and measures for improving the roads.

I hope you will consider this small request and take action on it.

Thanking you in anticipating.

Yours sincerely,   
Sheela