

To

The Police Officer-in-charge
[name of police station]
[Police Station Address]
[City (*): State (*): Pin code]

Subject: Request for permission for Ganesh Puja immersion ceremony.

Respected Sir/Madam,

I am writing to seek permission from your respected office for the smooth and orderly conduct of the Ganesh Puja immersion ceremony to be held on [date] in our [area Name]. This annual event holds great cultural and religious significance for our community, and we are committed to ensuring that it is conducted in compliance with all necessary safety and security measures.

Details of Ganesh Puja immersion ceremony:

Date: [date]

Time: [Start Time] to [End Time]

Specify your start [location address] to the end [location address]

We have taken all necessary precautions to ensure the safety of our participants and the general public during the event.

Additionally, we have arranged for the following:

Adequate security personnel to control the crowd and ensure peaceful proceedings.

Traffic management to avoid any disruption on the roads during the procession.

Emergency medical services to meet any medical needs that may arise.

Cleaning staff to ensure that the area is left in pristine condition after immersion.

We understand that maintaining law and order is of utmost importance, and we assure you of our full cooperation with the police authorities to ensure smooth implementation of the program. We are also willing to follow any specific instructions or guidelines provided by your office.

We humbly request you to provide us the necessary permissions to organize this event without any hindrance. Our aim is to celebrate this festival with full devotion and goodwill with our fellow residents.

We would be grateful for the opportunity to discuss this matter in person and provide any additional information or clarification if necessary. Please feel free to contact Us [your contact number]

Yours Sincerely,

[Your name] & Other Committee Members