

To
The Commissioner
Durgapur Municipal Corporation
City Centre, Durgapur-16

Subject : Completion of the existing Drain by the side of the street

Respected Madam,

We, the residents of Bibhuti Bhushan Sarani City Centre Sail Co-operative area, would like to bring to your notice, that the existing drain by the side of our street is incomplete which is leading to accumulation of water throughout the monsoon period. These puddles are turning into breeding grounds for mosquitoes and several other harmful insects. This is posing serious threat and danger to the people of the locality. Hence, we humbly request you to initiate the procedure for completion of the existing drain.

We look forward to your kind cooperation and hope that you will look into the matter and take the necessary action at your earliest.

Yours sincerely,