**FORMAL LETTER**

Shreyan ganesh

Vijaynagar

Bangalore-40

DATE: 17TH May,2023

To,

The Editor,

The times of Indians,

Banaglore-01

Subject: To the editor of a newspaper drawing his attention towards deforestation.

Dear Sir,

Trees are a vital resource for the wellbeing of humankind. They not only provide food and shelter, but also save us from things like droughts and floods. They are a beautiful gift to mankind. But recently, in my area I am seeing a huge amount of deforestation.

Trees are being uprooted and cut for the personal usage of people. And what baffles me is that people have been cutting trees from public places like parks on which they have no right. These people must be stopped for the betterment of our locality.

The prestigious columns in your newspaper will help bring this issue to light and awareness will be brought to this crucial issue.

Your sincerely,

Shreyan ganesh

**INFORMAL LETTER**

Shreyan ganesh,

Vijaynagar,

Bangalore-50

Date: 17th May,2023

Dear friend,