

9/4/23

Date _____

Page _____



Letter to Editor

Format

Sender's address _____

Date - DD month, 20xx

Receiver's address _____

Subject

Sir / Madam

Introductory _____

Main paragraph (content / detail / cause of the problem)

Solution / Suggestion _____

Thanking You

Yours faithfully / sincerely / truly.

20/4/23

Letter to Editor

Date _____

Page _____



p → Write a letter to the Editor of a National Daily expressive your views about the consumption of junk food by the teenagers. You care concern about health and want to spread awarness among people. You are Ankit Tripathi of 32, Rajnagar.

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Rajnagar

Aagra

Date - 19 April, 20XX

The Editor

The Hindustan Times

Aagra

Subject → The over consumption of junk food by teenagers Through ~~your~~ the columns of your esteemed newspaper I want to highlight the development of dengerous trend of addiction to junk food among youngsters. Junk food tempts our youngsters from the following reasons :-

- (i) It is easily available at low price and very tasty
- (ii) Youngster do not know the side effects of junk food. They do know only its taste.
- (iii) Big stars and T.V. shows promote the junk food.

To ~~control~~ the over consumption of junk food, we need to follow these steps :-

- (i) Stop promoting the junk food.



- (ii) They should be told by the school, Newspaper etc. about side effects of junk food.
- (iii) Start promoting the healthy food such as dals etc.

Thanking you

Yours faithfully

Ankit Tripathi

Q → Write a letter to the Editor of National Daily complaining against a difficult CBSE question paper. You are Shirish Mathur a resident of An-37, Kirti Nagar, New Delhi 110015

An-37

Kirti Nagar

New Delhi - 110015

Date - 20 - April, 2023

The Editor

The Hindustan Times

New Delhi

Subject → Complain against CBSE Mathematics difficult ^{exam}

Sir

Through the columns of your esteemed newspaper, I want to highlight the difficulty of 2022-23 CBSE Mathematics exam.

These are ^{following} the difficulty in question paper:-

- (i) Solution of objective questions were very lengthy and time was very less.
- (ii) Graph reached very late to the students.
- (iii) Wrong questions of paper were corrected very late by examiners.

To solve these problem, we should follow these steps:-

- (i) Provide some free marks, so can children pass the exam.
- (ii) Provide marks on those questions which were corrected very late.
- (iii) The checking of ~~answersheet~~ answersheet should be lenient.

Thanking You

Yours faithfully

Shirish Mathur.