To,
The Sub-inspector,
Cyber Crime Cell,
[Police Station Name],
[Address],
[Date].

Subject: Cyber crime complaint letter.

Dear Sir/Madam,

I \_\_\_\_\_ [Your Name], I write this letter on behalf of a fake account on Facebook. When I was browsing Facebook yesterday, I noticed a person opening a fake account in my name and making bad comments to some peoples.

After seeing the whole thing, when I asked him to delete my account and stop making such bad comments, he scolded me in reply and said "I am doing exactly what I am doing. I will do it again and again. Do whatever you want."

All these incidents are creating a bad image of me in society, which could lead to many problems for me in the future. I want it to be stopped as soon as possible and legal action taken against that person.

Urgently look into this matter and start investigating it as soon as possible.

Thank you in advance.

Yours Faithfully, [Your Name], [Your Mobile No], [Real FB Account Link], [Fake FB Account Link].