

To,
The Officer In-charge,
_____ (Police Station Name),
_____ (Address)

Date: __/__/__ (Date),
Subject: Complaint for harassment

Respected Sir/ Madam,

I am _____ (Name), a resident of _____ (Address) writing this letter to file a complaint about the harassment I have been facing.

This is to inform you that I am being harassed by _____ (Name) who is a resident of _____ (Residence) and which is becoming a matter of concern for me. I request you to lodge a complaint against the mentioned person. _____ (mention your point).

It is proving to be a tough period for me and therefore, I request you to kindly help me with the same. I believe I would get to hear from your side at the earliest.

Yours Truly,
_____ (Signature),
_____ (Name),
_____ (Contact number)