

A Letter for First Information Report (FIR) regarding theft of your motorbike. Miscellaneous Letters example.

115, Jyanti Market
Jaipur
Date.....

The SHO
Jayanti Market Thana, Jaipur

Dear Sir

Sub: - **FIR regarding theft of Motorbike.**

My motorbike from has been stolen the Jayanti Market. It was about 3 pm in the noon. I locked my motorbike outside the shop M/s Subhash & Sons, Jayanti Market.

After about fifteen minutes when I came out of the shop, I was shocked to find that my motorbike was missing. I made enquiries from the nearby shopkeepers but to no avail.

The motor bike was of 1997 model, Hero Honda, red coloured 80 cc, bearing no RJ 02, D 1578.

I request you to trace the motorbike at the earliest.

Yours faithfully

YS Guatam