

**Your Name**

Resident, Ward No. 14

Your Address  
Lucknow 226010  
+91 98xxx xxxxx

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Ref: Personal

Date: 14 April 2026

The Executive Engineer  
Municipal Corporation, Zone 3  
Lucknow

**Subject: Request for repair of streetlights and potholes on Gomti Vihar main road**

Sir,

I wish to draw your attention to the poor condition of the main road in Gomti Vihar, Ward No. 14. More than ten streetlights between the community park and the market have not worked for over a month.

The road also has several deep potholes that fill with water after rain. Two scooter riders were injured last week, and children walking to school find it unsafe after dark.

I request you to repair the streetlights and fill the potholes before the monsoon. A list of the faulty pole numbers and photographs is enclosed.

Yours faithfully,

**Your Name**

On behalf of the residents of Gomti Vihar