

1st as also my wife
and two sons.



**ASSIGN
BUSTER**

1st floor of my flat No. _____ situated at _____ (Place) Dear Sir,
This is to inform you that a sensational dacoity took place in the 1st floor of my flat No. _____ at _____ (Place) the dead of night on _____ when we were asleep by closing up the doors, as usual. At about _____ (Time), I got up from my slumber after hearing a sound of breakage of the doors of my flat and found that three dacoits wearing masks on their faces were rushing towards me with deadly weapons. After they came to me they demanded key of the almirah.

Under the awful situation I had no other option but to hand over the key to the burglars. After receiving the same they tied up my hands, feet and mouth as also my wife and two sons. They cut the wire of the landline telephone installed at my flat and also took with them my mobile telephone, so that I am not able to contact the police station informing the incident. The dacoits after ransacking everything in my flat decamped with all the valuables as far as they can carry with them and cash amounting to _____ (Amount) together with ornaments, kept in the locker of the almirah, worth _____ (Amount).

In the morning after hearing our screaming the neighbours rushed to our flat and set us free from the bondage. I then narrated to them as to how the dacoity took place. I would request you to diarise the incident, inspect my flat which has been plundered and take all-out efforts to apprehend the dacoits immediately with the booty Thanking you, Yours faithfully,(Your Name)