horizontal line

Sample Petition Letter to Government

**[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]**

**To,  
[Recipient’s Name, if known]  
[Position, e.g., The Honorable Governor]  
[Department/Office Name]  
[Office Address]  
[City, State, Zip Code]**

**Subject: Petition for [State the Purpose of Your Petition]**

**Respected Sir/Madam,**

We, the undersigned citizens of [Your Community/City/State], are writing this petition to bring to your esteemed attention the urgent need for [briefly state the issue or request, e.g., "improved healthcare facilities in our community"].

**[Provide detailed information about the issue or request. Explain why this issue is important and how it affects the community. Include any relevant facts, figures, or evidence that support your petition.]**

Despite previous efforts to address this matter, including [mention any previous efforts and their outcomes], the issue persists, resulting in [explain the negative impacts on the community].

In light of the above, we earnestly request your intervention to [state your specific request or what action you are seeking from the government]. We believe that with your support, [explain the positive outcome you expect if your request is granted].

We have attached the signatures of the concerned citizens who support this petition. We trust that this collective appeal will receive your prompt and favorable consideration.

Thank you for your time and attention to this matter.

**Yours sincerely,**

**[Your Name]  
[Your Signature (if submitting a hard copy)]**

**Attachments:**

1. [List any attachments or documents you are including]

**Signatures of Concerned Citizens:**

| **No.** | **Name** | **Address** | **Signature** |
| --- | --- | --- | --- |
| 1. | [Citizen Name 1] | [Citizen Address 1] | [Signature 1] |
| 2. | [Citizen Name 2] | [Citizen Address 2] | [Signature 2] |
| 3. | [Citizen Name 3] | [Citizen Address 3] | [Signature 3] |
| 4. | [Citizen Name 4] | [Citizen Address 4] | [Signature 4] |
| 5. | [Citizen Name 5] | [Citizen Address 5] | [Signature 5] |
| ... | ... | ... | ... |