

**(Specimen) Letter to Forest Officer for Permission for Cutting Trees**

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Date: \_\_\_\_\_

To  
The Divisional Forest Officer  
\_\_\_\_\_ Forest Office  
(Address)

Sub.: Requesting permission for cutting trees

Respected Sir/Madam,

With due respect and humble submission, I beg to state that there are some trees in the premises surrounding my home, which are in a risky position. They can fall down at any time, which may cause severe damage to our home if they fall on it. They pose a risk on our lives as well, if they fall on any human being. Hence, it is best to cut them down as soon as possible before any accident happens.

Here are some important details in this regard for your kind information.

Applicant name: \_\_\_\_\_

Mobile: \_\_\_\_\_, Email: \_\_\_\_\_

Trees' location: Near home, \_\_\_\_\_

Home address: \_\_\_\_\_, Taluka: \_\_\_\_\_, District: \_\_\_\_\_, PIN: \_\_\_\_\_

Type of tree to be felled: \_\_\_\_\_

Number of trees to be felled: \_\_\_\_\_

Intended use of felled trees: For sale/ use for domestic purposes as per Govt. rules.

Therefore, your goodself is kindly requested to allow me to have the said tree(s) felled. Otherwise, you may instruct the concerned persons to have it cut down. I am enclosing herewith some photographs of the tree(s) for your reference.

Looking forward to your early response. I shall be grateful for your help.

Thanking you,  
Yours sincerely,

(Signature)  
(Name of the Person)

Encl.: As above

# Sample Letter Of Request To Cut Trees

**Ying Liu**



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### **Sample Letter Of Request To Cut Trees Introduction**

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