



"SRI GANESHAYA NAMAH"  
**BHAGYANAGAR GANESH UTSAV SAMITHI**  
Baheti Bhavan, Siddiamber Bazar,  
Hyderabad-12. Ph: 040-24740044.



## INTIMATION LETTER FOR LORD GANESH INSTALATION

To,  
**THE CIRCLE INSPECTOR OF POLICE / A.C.P. OF POLICE**

.....Division, East / West / Central / North / South / Zone, Hyd / Cyberabad.

**SUB :** Intimation regarding installation of Lord Ganesh Idols in Mandapams on .....and  
Grand Immersion Procession on .....

Respected Sir,

I.....Resident of H.No.....

Area.....submits as follows regarding Ganesh Festivals in our locality.

1) Name of the Organisation / Association :.....

2) Name and Address of the organiser with Mobile Number :.....

3) Place of Installation with Address :.....

4) Height of the idol :.....

5) Proposed Route, Place and time of Starting of the Immersion Procession :.....

6) Mode of Transport of the idol for Immersion :.....

7) Name and addresses of the volunteers who will be guarding the idol round the clock

Name	Age	Address	Mobile No. & Email
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1.

2.

3.

4.

8) E-Seva Challan no for loud speaker :.....  
(Note: Loud Speaker charges Rs. 100/- for all days through E-Seva Challan)

9) Proposed Cultural programmes during the Festival :.....  
With Dates and Time :.....

Thanking you Sir,

Name :

Yours faithfully

Designation :

Ph. / Cell :

Signature :