

# Letter on Information about the loss of the suitcase

12, Kasturi Bai Street

Chennai-20

4th March, 20xx

The Station Master

Anand

Subject: **Information about the loss of the suitcase**

Sir,

I had a chance of traveling from Chennai to Anand by Navjivan Express yesterday. My seat No. was 34 in reservation compartment No. 11.

I was enjoying a comfortable journey but felt sleepy a short while before reaching my destination. I alighted at Anand Station and took stock of my luggage when the train had left. I noticed that **my suitcase was missing**. It contained a few documents and a considerable amount of cash.

Kindly inform me if you happen to get any clue about the suitcase. The chit on the suitcase bears my name and address.

Thanking you

Priya/Prasad