**Company Name**

To

Regional Officer,

Censor Board.

Sub : “Company Name” – Request to issue the Censor Certificate for our Theatrical Commercial Ad

Dear Sir/Mam,

With all due respect, we would like to bring to your kind notice that we have already submitted our Theatrical Commercial made for our “Company Name” situated in “Address of the company”

We would like to convey that none of the Montage sequence in our commercial ads contains involving the use of alcoholic beverage or features anything that is against the rules and regulations of Censor Board of India.

Request you to grant the Censor Certificate for our Theatrical Commercial.

Thank you,

For “Company Name”

Name

Designation of the Authorised Signatory.

Company Seal