

Incident Report of Gender-Based Violence

Date: [Insert Date]

To: [Recipient Name/Organization]

From: [Your Name/Organization]

Subject: Reporting an Incident of Gender-Based Violence

Dear [Recipient Name],

I am writing to formally report an incident of gender-based violence that occurred on [insert date of incident] at [insert location]. The details of the incident are as follows:

Involved Parties:

- Victim: [Insert Victim's Name/Alias]
- Perpetrator: [Insert Perpetrator's Name/Alias]

Description of the Incident:

[Insert a detailed account of the incident, including the nature of the violence, any witnesses, and context.]

Support and Resources Requested:

[Detail any immediate support needed for the victim, such as counseling, legal aid, etc.]

Thank you for your attention to this serious matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]

[Your Organization]