

Expedited Shipping Request for Medical Emergency

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company]

Address: [Recipient's Address]

Subject: Urgent Request for Expedited Shipping

Dear [Recipient's Name],

I am writing to urgently request expedited shipping for a medical supply that is critical for a patient under our care. Due to unforeseen circumstances, we require this shipment to be delivered within [insert timeframe] to ensure the patient receives the necessary treatment without delay.

The specific item required is: [Insert Item Description, including any relevant details].

Please confirm the expedited shipping arrangement at your earliest convenience, and do not hesitate to reach out if you need further information or documentation to process this request.

Thank you for your attention to this urgent matter. We greatly appreciate your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Institution or Company]

[Your Contact Information]