

Request for Furniture Moving Crew Assistance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request your assistance with a furniture moving crew for an upcoming move scheduled for [insert moving date].

The details of the move are as follows:

- Current Address: [Current Address]
- New Address: [New Address]
- Number of Rooms: [Number of Rooms]
- Items to be Moved: [Brief Description of Items]

We would greatly appreciate your help in coordinating a crew to assist us with this move. If you could provide me with your availability and pricing information, it would be immensely helpful.

Thank you for considering my request. I look forward to your prompt response.

Warm regards,

[Your Name]