

Eligibility Request for Rent Relief Services

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request consideration for rent relief services due to my current financial situation. Due to [briefly explain the reason for financial hardship, e.g., loss of job, medical emergency], I am unable to meet my rent obligations for the upcoming months.

My current monthly rent is [insert amount], and it has become increasingly challenging to manage this expense. I would like to provide documentation supporting my eligibility for these services, including [list any relevant documents, e.g., pay stubs, eviction notice, etc.].

I appreciate the essential services that [Organization Name] provides to individuals and families in our community, and I hope to qualify for assistance through your program. Please let me know if there are specific forms or additional information required to process my request.

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

Sincerely,

[Your Name]