

# Travel Exemption Request Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

[Embassy Name]

[Embassy Address]

[City, State, Zip Code]

Subject: Request for Travel Exemption

Dear Sir/Madam,

I am writing to formally request a travel exemption due to a unique situation that necessitates my travel to [Destination Country] on [Specific Dates].

Due to [brief explanation of unique circumstance, e.g., family emergency, medical necessity, etc.], I find it imperative to travel at this time. I have attached relevant documents to support my request, including [list any attached documents, e.g., medical reports, court documents, etc.].

I kindly ask for your understanding and assistance in granting this exemption. I assure you that I will comply with all regulations and guidelines set forth by [Destination Country] upon my arrival.

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

Sincerely,

[Your Name]