

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Recipient's Name
Title
Company/Organization Name
Address
City, State, Zip Code

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request financial assistance due to the challenges I have faced as a result of the COVID-19 pandemic. The recent health crisis has significantly impacted my financial situation, leading to credit issues that I am struggling to manage.

Due to [briefly explain your circumstances, e.g., job loss, reduced hours, or medical expenses], I have been unable to meet my financial obligations, which has adversely affected my credit standing.

I kindly ask for your consideration of my request for financial assistance to help stabilize my financial situation during this difficult time. I am committed to taking necessary steps to improve my credit standing and repay any assistance provided.

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

Sincerely,
[Your Name]