

Emergency Fund Request for Vehicle Repair

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Organization/Company Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request assistance from the emergency fund for urgent vehicle repairs. My vehicle has unfortunately encountered significant mechanical issues that render it unsafe and inoperable. The estimated cost for repairs is [Insert Amount].

This vehicle is essential for my daily commute to work, as well as attending to necessary appointments and responsibilities. Without it, I am facing severe disruptions in my life.

Given my current financial situation and the urgency of the repairs, I kindly request your support in accessing the emergency fund. Any assistance you can provide would be tremendously appreciated.

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

Sincerely,

[Your Name]