

# Letter of Emotional Distress Due to Workplace Harassment

To: [Manager's Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Date: [Insert Date]

Dear [Manager's Name],

I am writing to formally express my deep emotional distress caused by the ongoing harassment I have been experiencing at the workplace. Despite my efforts to address these issues informally, I feel compelled to bring them to your attention in this letter.

Over the past [duration], I have encountered [describe specific incidents of harassment, including dates, locations, and the individuals involved]. These incidents have created a hostile work environment, affecting my mental well-being and productivity.

As a result of this harassment, I have experienced [describe emotional and psychological effects, e.g., anxiety, depression, decreased job performance]. I believe it is crucial for the company to take these matters seriously and to implement measures that prioritize employee safety and well-being.

I request a meeting at your earliest convenience to discuss this situation further. It is my hope that we can work together to create a safer and more supportive workplace.

Thank you for your attention to this urgent matter.

Sincerely,

[Your Name]

[Your Job Title]

[Your Contact Information]