

# Request for Financial Hardship Assistance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Organization's Name]

[Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request assistance due to my current financial hardship. I have been experiencing [briefly explain your situation, e.g., job loss, medical emergencies, etc.] which has severely impacted my ability to meet my financial obligations.

As a result, I am seeking [specific type of assistance, e.g., rent assistance, utility assistance, etc.]. I am hopeful that you might provide guidance or resources to help me navigate this difficult time.

I am committed to overcoming this challenge and am actively seeking employment/support to improve my situation. Please find attached any relevant documentation that supports my request.

Thank you for considering my request. I appreciate any assistance you may be able to provide and look forward to your prompt response.

Sincerely,

[Your Name]