

Medical Leave Request for Rehabilitation Therapy

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Employer's Name]

[Company's Name]

[Company's Address]

[City, State, ZIP Code]

Dear [Employer's Name],

I am writing to formally request a medical leave of absence to attend rehabilitation therapy. As per my doctor's recommendation, I will need to focus on my recovery, which is essential for my overall health and well-being.

I am requesting leave starting from [Start Date] to [End Date], during which time I will be unable to perform my job duties. I will ensure that my responsibilities are managed prior to my leave and will provide any necessary documentation from my healthcare provider.

Please let me know if there is any further information required or if there are forms I need to complete. I appreciate your understanding and support during this time.

Thank you for considering my request.

Sincerely,

[Your Name]