

Request for Heating Assistance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

To Whom It May Concern,

I hope this message finds you well. I am writing to formally request assistance with my heating expenses. Due to [briefly explain your situation, e.g., job loss, medical expenses], I am currently unable to maintain adequate heating in my home.

As winter is approaching, I am concerned about the health and safety of my family. I kindly ask for any available resources or support that can assist us during this difficult time. I have attached relevant documentation, including [list any documents such as income statements, bills, etc.], to support my request.

Thank you for considering my request. I appreciate any assistance you can provide and look forward to your response.

Sincerely,

[Your Name]