

Request for Bereavement Fare

Date: [Insert Date]

To Whom It May Concern,

I hope this message finds you well. I am writing to formally request a bereavement fare due to the sudden loss of my [relationship, e.g., mother, father, etc.], who passed away on [insert date of loss].

The unexpected nature of this event has brought about a unique set of challenges, and I am in need of assistance regarding travel arrangements to attend the funeral services in [location]. I kindly ask for your consideration in providing a bereavement fare to help alleviate some of the financial burdens during this difficult time.

Attached are the necessary documents, including the death certificate and any relevant travel itineraries if applicable.

Thank you for your understanding and support during this challenging time. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]