

Construction Tool Rental Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to request the rental of construction tools for a project I am currently undertaking. The tools I would like to rent include:

- [Tool 1]
- [Tool 2]
- [Tool 3]

The rental period would be from [Start Date] to [End Date]. I would appreciate it if you could provide me with the rental rates, availability, and any additional requirements needed to proceed with this request.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position or Title, if applicable]