

Application for Extra Supervision at Events

Date: [Insert Date]

To,
[Recipient's Name]
[Recipient's Title]
[Organization/Company Name]
[Address]

Dear [Recipient's Name],

I am writing to formally request additional supervision at the upcoming [Event Name] scheduled for [Event Date] at [Event Location]. Given the nature of the event and the expected attendance of [Estimated Number of Attendees], it is crucial to ensure the safety and security of all participants.

In light of [specific reasons such as previous incidents, large crowds, sensitive activities], I believe that having extra supervision will not only enhance the overall safety but also provide a sense of security for attendees.

I kindly urge you to consider this request and allocate the necessary resources to ensure proper supervision at the event. Please let me know if we can discuss this matter further or if you require any additional information.

Thank you for your attention to this important matter.

Sincerely,
[Your Name]
[Your Title/Position]
[Your Organization/Company Name]
[Your Contact Information]