

# Petition for Career Progression Funding

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally petition for funding to support my career progression within [Company/Organization Name]. As you are aware, I have been a dedicated employee for [duration] in the [Your Department] and have consistently sought opportunities for professional growth.

I believe that additional funding for [specific training, certification, or program] will not only enhance my skills but also contribute significantly to our team's objectives. My participation in this program will equip me with [specific skills/knowledge] that align with our organizational goals.

I kindly request your support in providing the necessary funding to help facilitate this career development opportunity. I am confident that this investment in my professional growth will yield positive results for our team and the organization as a whole.

Thank you for considering my request. I look forward to discussing this further and exploring potential funding options.

Sincerely,

[Your Name]

[Your Job Title]