

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title/Position]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. My name is [Your Name], and I am writing to request financial assistance for my rent due to [briefly explain your situation, e.g., job loss, medical emergency, etc.].

I have been a resident at [Your Address] since [start date of your lease] and have always prioritized my rent payments. However, due to [explain your circumstances], I am currently facing financial difficulties that hinder my ability to pay my rent for the month of [mention the month].

I am seeking assistance in the amount of [specific amount needed] to cover my rent. This support would help me maintain my housing stability while I work towards getting back on my feet.

I appreciate any assistance you can provide and am willing to provide further documentation or information to support my request. Thank you for considering my application.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]