

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Relative's Name]  
[Relative's Address]  
[City, State, Zip Code]

Dear [Relative's Name],

I hope this letter finds you well. I am reaching out to discuss a matter that has been weighing on my mind. I am currently facing some financial challenges and find myself in need of a loan.

I would like to request your assistance in borrowing [specific amount of money] to help cover [briefly explain the reason, e.g., unexpected expenses, medical bills, etc.]. I understand that this is a significant request, and I want to assure you that I am committed to repaying the amount as soon as possible.

I plan to repay the loan within [proposed time frame], and I am open to discussing any terms or conditions you might want to set. Your support would mean a great deal to me during this challenging time.

Thank you for considering my request. I truly appreciate your time and support. I look forward to hearing from you.

Warm regards,

[Your Name]