

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title/Position]
[Housing Authority/Organization Name]
[Address]
[City, State, ZIP Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally request housing assistance due to [briefly explain your situation, e.g., financial difficulties, family circumstances, etc.].

[Provide additional details or context about your situation, if necessary. You may include any relevant information that supports your request.]

I appreciate your consideration of my request and look forward to your response. Thank you for your attention to this matter.

Sincerely,
[Your Name]