

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

[Recipient's Name]
[Recipient's Title]
[Organization/Company Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to seek your assistance regarding the economic difficulties that I am currently facing.

Due to [briefly explain the reason for your financial difficulties, e.g., job loss, medical issues, etc.], I am struggling to meet my basic needs, including [mention specific needs such as housing, food, medical expenses, etc.]. The situation has become increasingly challenging, and I am reaching out in hopes of finding support.

I have explored several options, but I am still in need of help to navigate through this tough time. Any assistance or guidance you could provide would be greatly appreciated.

Thank you for considering my request. I look forward to your response.

Sincerely,
[Your Name]