

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

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

Dear [Recipient's Name],

Subject: Request for ZDARMA

I hope this letter finds you well. I am writing to request [specific item/service] at no charge (zdarma) due to [brief explanation or reason for the request].

[Additional details about your request and any supporting information or circumstances]

If possible, I would greatly appreciate your assistance in this matter. Thank you for considering my request. I look forward to your positive response.

Sincerely,
[Your Name]