

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

[Recipient's Name]
[Recipient's Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing this letter to provide my personal account of [Friend's/Relative's Name]'s experience with sleep apnea, as I believe it is important for you to understand the impact this condition has on their daily life and well-being.

[Paragraph 1: Introduce your relationship with the individual and your observations regarding their sleep apnea symptoms, such as snoring, gasping, or excessive daytime sleepiness.]

[Paragraph 2: Describe specific instances that illustrate how sleep apnea affects their daily activities, work performance, or social life. Include any changes you've noticed in their mood or energy levels.]

[Paragraph 3: Explain the importance of seeking treatment and how it can positively influence their quality of life. Mention any support you've offered or encouraged them to pursue medical advice.]

Thank you for taking the time to read my letter. I hope it provides you with insight into [Friend's/Relative's Name]'s struggle with sleep apnea and emphasizes the need for appropriate care and support.

Sincerely,
[Your Name]