

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title/Relationship]
[Company/Institution Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to provide a personal account regarding my friend, [Buddy's Name], who has been diagnosed with sleep apnea. As someone who has witnessed the effects of this condition firsthand, I believe it is essential to share my observations.

Since [Buddy's Name] was diagnosed with sleep apnea in [Year of Diagnosis], I have noticed several significant changes in their daily life. [He/She/They] often experiences extreme fatigue, which affects [his/her/their] ability to concentrate on tasks, engage in activities, and maintain a consistent work schedule. There have been numerous occasions where I've seen [Buddy's Name] struggle to stay awake during the day, even after what is supposed to be a full night's sleep. The impact of sleep apnea on [his/her/their] overall mood and mental health cannot be overstated. I have observed moments of irritability and frustration due to lack of restful sleep. It's also disheartening to see [Buddy's Name] miss out on social gatherings or events because of the exhaustion that comes with this condition.

Moreover, I have seen [Buddy's Name] take considerable steps to manage [his/her/their] health by following medical advice, including using a CPAP machine and making lifestyle changes. However, despite [his/her/their] best efforts, the challenges persist and continue to affect [his/her/their] quality of life.

I believe it's crucial to acknowledge how sleep apnea can impact not only the individual but also those around them. [Buddy's Name] is a dedicated friend and an essential part of our community, and I strongly feel that more support and understanding for [his/her/their] condition could lead to better outcomes for [him/her/them].

Thank you for taking the time to read my letter. I hope it provides insight into the daily struggles faced by [Buddy's Name] due to sleep apnea. Please feel free to reach out if you require further information or clarification.

Sincerely,
[Your Name]