## Professional leave application for medical purposes

Subject: Leave Application for Medical Reasons

Dear [Manager's Name],

I am writing to formally request leave from [Start Date] to [End Date] due to medical reasons. My doctor has advised rest and treatment during this period.

I will ensure that all urgent tasks are delegated and will be reachable via email for any critical matters.

Thank you for your understanding and support.

Sincerely,

[Your Name]

[Position]

Get more templates here: <a href="https://www.lettersandtemplates.com/letters/leave-application-letter">https://www.lettersandtemplates.com/letters/leave-application-letter</a>