

Emotional tone for requesting leave for a family wedding

Subject: Leave Request for Family Wedding

Dear [Manager's Name],

I am writing to request leave from [start date] to [end date] as my [relation, e.g., brother/sister/cousin] is getting married. Being part of this family celebration is very important to me, and I hope you will kindly approve my leave.

I will ensure that my responsibilities are covered and that there is minimal disruption during my absence.

Thank you for your understanding.

Warm regards,

[Your Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/leave-letter-for-marriage-or-wedding>