

Leave Letter for Marriage with Travel Plans

Subject: Marriage Leave with Travel

Dear [Manager's Name],

I am writing to request leave from [Start Date] to [End Date] due to my marriage and associated travel plans.

During my absence, I will be traveling to [Destination] and have arranged for [Colleague Name] to oversee my ongoing tasks.

I kindly request you to approve my leave.

Sincerely,

[Your Name]

Get more templates here: <https://www.lettersandtemplates.com/letters/leave-letter-for-my-marriage>