

Leave Letter for Marriage Including Family Assistance

Subject: Leave Request for Marriage Preparations

Dear [Manager's Name],

I am requesting leave from [Start Date] to [End Date] for my upcoming marriage.

During this period, I will also assist my family with arrangements and ensure all ceremonies run smoothly.

I have coordinated with my team to cover my duties in my absence.

Thank you for your understanding.

Sincerely,

[Your Name]

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