11th, November, 2022

Letter requesting for two of leaving

Dear Miss Sara,

My name is Phan Dang Minh, I am writing this letter to ask for permission from my teacher to let me miss school for the next two days. The reason is because I just had a car accident, so I can't go to school tomorrow. I'm going to the hospital to have my leg checked and bandaged. Because the wound is quite severe, I will stay at home for about two days for the wound to stabilize. Therefore, I expect the teacher to accept my application for leave.

I promise to copy and complete all assignments before class. Thanks very much!

Sincerely,

Minh