

Disaster-related hardship transfer

Subject: Disaster Relief Transfer Request

Dear [Management Team],

I am writing to request a hardship transfer following the recent [hurricane/earthquake/wildfire] that has devastated our community and destroyed my family's home.

The [disaster type] has left our area uninhabitable, with limited prospects for rebuilding in the near future. Essential services remain unavailable, and the local economy has been severely impacted. My family has been displaced and we are currently staying with relatives in [location].

During my [years] of employment, I have demonstrated resilience and adaptability - qualities that will serve me well during this transition. I am eager to rebuild our lives and continue contributing to the company's success from a new location.

I have identified potential positions at the [location] facility that align with my experience and skills. Given the extraordinary circumstances, I hope the company can expedite the transfer process to help me re-establish stability for my family.

We are facing significant challenges in rebuilding our lives, and maintaining employment is crucial for our recovery. I am committed to bringing the same level of excellence to a new role that I have consistently delivered in my current position.

Thank you for your compassion and assistance during this difficult time.

Gratefully,

[Your Name]

[Disaster Reference Number, if applicable]

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