Quick Leave Request Email for Death

Subject: Leave Request Due to Bereavement

Hi [Manager's Name],

I am saddened to share that my [relation] has passed away. I need to take leave from [start date] to [end date] to attend the funeral.

Thank you for your understanding.

Best regards,

[Your Name]

Get more templates here: https://www.lettersandtemplates.com/letters/leave-letter-for-death