## **Quick Request Email for Training**

Subject: Request for Training

Hello [Manager Name],

I would like to attend the [Training Program Name] on [Dates]. The training will help me improve my skills in [Skill/Area]. Please approve my participation.

Thanks,

[Your Name]

Get more templates here: <a href="https://www.lettersandtemplates.com/letters/request-letter-for-training">https://www.lettersandtemplates.com/letters/request-letter-for-training</a>