

Shift Change Request Message for Health Reasons

Subject: Request for Shift Change Due to Health Reasons

Dear [Supervisor's Name],

I am requesting a change from my current [shift details] to [desired shift]. My doctor has advised that a different shift would be more suitable for my health condition, as [brief explanation such as "late hours have been affecting my recovery"].

I assure you that I remain dedicated to my duties and responsibilities, and this adjustment will help me maintain both my health and my performance at work. I am ready to provide medical documentation if required.

Thank you very much for your understanding and support.

Sincerely,

[Your Name]

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