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Special Letter Request Form

Name: _____ Date: _____
NLU ID or Social Security Number: _____ Phone Number: _____

You can download a free, printable enrollment verification certificate through your NLU Portal (my.nlu.edu) that can be sent to health insurers, housing providers and other organizations requesting proof of current enrollment. This form is for use only when verification is needed beyond enrollment.

The fee for special letters is \$15.00. We will process requests within four business days after receipt of the form.

Special Letter to Verify (check all that apply):

- Date degree was awarded
Expected degree award date
Program of study
Above and beyond letter (shows credits taken after degree completion)
Credit hours earned
GPA
Other (indicate below)

Please explain what information you need in the letter and any other special instructions:

Send letter to: Name/Business: _____

Mail Address: _____

or
Fax Fax number: _____

Your signature: _____
Your signature authorizes us to release this letter.

STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES
BUREAU OF ADMINISTRATIVE REVIEWS

REQUEST FOR ELIGIBILITY REVIEW

Driver Name: _____ DL#: _____
(Please print)

I _____ hereby request a review of my record for the purpose of reviewing and determining my eligibility for immediate reinstatement of my driving privilege on a restricted basis as provided in section 322.2615(1)(b)3, Florida Statutes. I understand the restriction is for Business Purposes Only as defined in section 322.271, Florida Statutes and I must pay a \$25.00 filing fee for this review, pursuant to section 322.21(9)(a).

I understand that the restricted license will be for the duration of the suspension period imposed under section 322.2615, Florida Statutes, as follows:

- Driving with an Unlawful Breath-Alcohol or Blood-Alcohol Level = 6 months suspension
Refusal to Submit to a Breath, Blood or Urine Test = 1 year suspension

Reinstatement of the driving privilege on a restricted basis as set forth herein is conditioned on statutory eligibility requirements, including but not limited to enrollment in DUI School.

WAIVER OF FORMAL AND/OR INFORMAL REVIEW

I also understand that acceptance of the reinstated driving privilege as provided in section 322.271(7)(c), Florida Statutes, is deemed a waiver of my right to formal and informal review under section 322.2615, Florida Statutes.

Signature of Driver _____ Date: _____

Witness Signature _____ Date: _____

Witness Printed Name _____

CHEQUE REQUEST FORM
Date: _____
Cheque to be made out to: _____
Address: _____

In the amount of \$ _____
(specify if Canadian or foreign currency)

Student financial support request form
Department of Physics, Graduate Studies

Upon request, the Department of Physics will endeavor to provide our graduate students with secure funding from assistantships and scholarships during the normal durations of their graduate programs.

Student name: _____
Graduate application number: _____
Today's date: _____

Request financial assistance for graduate studies	
I require financial assistance for my graduate studies.	<input type="radio"/> Yes / <input type="radio"/> No
I want to be considered for a graduate assistantship (teaching and/or research, at the Department's discretion).	<input type="radio"/> Yes / <input type="radio"/> No
Financial assistance from outside sources	
I have confirmed funding from outside sources.	<input type="radio"/> Yes / <input type="radio"/> No
If you answered "yes" to above question, list details such as name of award and organization, value of award, start and end-date of award (NOTE: we do not consider personal funds to be acceptable as a guaranteed source of funding).	
I have applied for funding from outside sources, e.g., scholarships or awards from a government and/or employer.	<input type="radio"/> Yes / <input type="radio"/> No
If you answered "yes" to above question, please list information about the applied for funding, including such details as names of awards and organization, value of award, start and end-date of award, date applied for, competition results of known.	

REQUEST LETTER FOR SCHOOL ADMISSION

From,
Ethon Hunt,
T- 45, Hall - 12, Dell Street
Dellias, USA 70001
7777-7787-0989
dghjik@mail.com

Date: 03/7/2078

To,
Jihk Hunk,
T-89, Bulding 5
USA

Dear Sir,

This is to state that I am Manish Sharma and my son Apurv Sharma who is three years old, is seeking admission to your school. Previously he was studying in Maple Bear Play School situated in sector 62, and we are willing to get him admission in the class LKG. My son has a natural ability of singing and as per your brochure we found your school has facilities that will help him pursue this extra curriculum. Also your school is quite old as compared to other schools in our locality, so we consider that he will get enough experienced teachers.

Please provide me a time slot for a formal discussion, or let me know the procedure of evaluation of the student.

Please feel free to contact me in the mentioned number.

Sincerely,
Ethon Hunt

How do i write a letter of request for funding. Sample formal letter of request for assistance. Example of letter requesting assistance. How do i write a letter to ask for financial assistance for school. How do i write a letter asking for assistance.

If you have many enclosures, note them in a bullet-point list. Tips on how to write a letter of request: Keep the following tips in mind when writing your letter of request: Be concise: Your recipient is more likely to read your letter if it is brief and to the point. Be polite: Maintaining a courteous tone improves your chances of a favourable outcome. Make responding easy: The easier you make fulfilling your request, the more likely it is that you'll get the response you want. Use plain English to make your request very clear. A letter of request sample demonstrates the best request letter format, content and tone. It contains fictional names and scenarios, but its content is similar to a real letter of request. I anticipate receiving a grant of Rs. 70,000/- This money will only be used for professional services and will not be wasted on unnecessary items. Note any enclosures You may enclose documents providing relevant information. In exchange for your generosity, we would place an advertisement for your business on our answer sheets. Open with a professional greeting Writing a professional greeting, followed by a comma, is a friendly way to start your request letter. For example, if you are requesting a donation for your charity, you might enclose a brochure about your organisation and its work. Listing enclosures at the bottom of your letter lets your recipient know what you've included at a glance. I think Toowoomba residents would love to know about my salon's high-end experience and hair, beauty and cosmetic services. I'd love you to visit my salon on opening day and learn more. In this article, we explain what sample letters of request are and how to use them, before explaining how to write a letter of request and providing some sample letters of request. What is a sample letter of request? A sample letter of request is an example of this letter type. We will give prizes to the top three teams and include other items in a silent auction. Any donation would be gratefully received. Leave three or four blank lines for your signature, then type your full name. A sample letter is a good template for writing your own letter of request. Include a call to action, such as contacting you for more information. If you could provide a poster, we would also happily hang this in our school hall on our trivia night. Thank you for your time reading this letter and considering our request. I may be reached at [(555) 123-4567] or [name@email.com] via phone or email. Sincerely, Signature Your Name List of Enclosures Here you can get answers to your questions about sample letter requesting financial assistance to start a business. A prepared letter asking a loan might make the difference between your application being granted or refused. Here's all you need to know about creating a business loan letter, including the structure, samples, and letters you may use. You can customise the following sample of business loans letter to meet your specific requirements. To: The manager Name of the bank/company Address of the bank/company Date: 19th September, 2021 Subject, Application for financial assistance. I'm writing to express my desire to apply for financial assistance in order to start a business. I've been working in this project for long, and now that it appears to have a good chance of expanding to a larger scale. I'd like to ask for your financial assistance. For example, you might write 'Re: Request for raffle prizes'. 4. That is: Sender's name and contact details, shown on a letterhead Date of writing Recipient's name and contact details Greeting Purpose of the letter Body of the letter Professional closing Signature Sender's name printed Related: Business Letter Format: Template, Example and Tips How do you write a formal letter of request? Write a formal letter of request whenever you want a professional or business to do something for you using these steps: 1. The word 'Dear', followed by your recipient's title and surname suits most letters of request. It may be as small as coffee and cake for two or as generous as a \$100 dining voucher that a family could use for lunch. Leave a single space, then write 'Re:' (short for regarding) followed by three to five words summarising your request. Sample letter requesting financial assistance for business. From, To, The manager [Company/bank name] [Address] Subject: Application for financial aid. My name is Amit Paul, and I'm writing to request a small business grant from you because I'd like to expand my company to a larger scale. If you know your recipient well, you might use 'Best wishes' or 'Cheers'. Summarise your reason for writing The first part of your letter's body should summarise your reason for writing, expanding on the brief description you gave in the line above. A sample letter of request demonstrates what a good letter of request looks like. What is the format of a request letter? A requesting letter follows the standard business letter format. If your recipient is someone you know well, you may address them by their first name. This is why I had to resign from my position. I didn't apply for student loans because I had enough money and didn't want to go into debt. Dear Mr/Ms/Mrs Individual's Name, This letter is a formal request for financial assistance with the costs of continuing my college education. State your purpose for writing Stating your purpose for writing before your letter's body prepares your recipient for your request. Explain what you are asking for and the reason it's important to you or your employer. It's too late to apply for a loan right now. I also sought assistance from my college's financial aid office, but they denied to enhance my financial aid this year. I will continue to seek for grants, scholarships, and financial aid from my college for next year, but I am begging that you assist me in getting through this difficult time so that I do not have to drop out. A copy of my bank statement and verification of the financial aid I receive from the college, as well as a letter confirming that they are unable to assist me further this year, are sent. Thank you for taking the time to read about my circumstance and for considering it. I received \$5,000 in financial help from my institution, which was sufficient while I worked part-time. My father, however, has been incapacitated as a result of a heart attack, and as his only child, I am responsible for his care in the mornings and nights. The sender's name and contact details may appear on a letterhead or get printed in the top left of the page. If you intend to contact the recipient, let them know to expect your call or email. 7. Close your letter Close your letter with a friendly phrase reflecting your relationship with your recipient, followed by a comma. I look forward to hearing from you soon. Yours faithfully Dale Arthur Enclosures: Salon brochure 50 sample letter of request topics You could also write professional letters requesting the following: Copy of an official document Information about a business topic Change in agreement or contract Change in working conditions Change in an upcoming shift Annual or maternity leave Transfer to another department or location Change to official records Promotion Pay increase Reduced duties Additional shifts Response to a survey Interview for research Donation Sponsorship Endorsement or testimonial Personal letter of recommendation Character reference Business assistance Authorisation to take action Explanation for action taken Investment capital Additional funding Business loan Scholarship Grant Correction of an error Product discount Complimentary product Refund or repair of product Employment Apprenticeship or traineeship Volunteer experience Confirmation of documents or payment received A quote or cost estimate Payment for outstanding invoices Permission to use someone else's research or images Missing documents from an application Additional information Professional advice Project extension Cancellation of a membership or subscription Review of account Feedback from customers or employees Transcript of conversation Speaking engagement at a seminar or conference Appearance at a business event However, if your recipient is unknown, you may use a generic address such as 'Sir/Madam' or 'To whom it may concern'. Related: How To Start a Letter: Professional Tips and Examples 3. Write contact details and date All business letters start with the full name and contact details of the sender and recipient and the date of writing. You can interview me and my employees and take advantage of a complimentary hair or beauty treatment. We hope to raise enough money at the trivia night to purchase new recorders for our school's music program. 'Yours sincerely' and 'Yours faithfully' suit requests to unfamiliar recipients. Take a new line for each piece of information. If you have a single enclosure, note it beside the colon. I would be really grateful for your help. You may reach me at 09876***421 if you have any questions. Sincerely yours, Amit Paul Signature: _____ (MUST READ) Request Letter For Working Capital Loan. Recommend article :- Career Development Sample Letter of Request and Reasons for Writing One By Indeed Editorial Team 20 August 2021 Viewing a sample letter of request can help you write a similar letter. I have enclosed a brochure so you can familiarise yourself with our services. This will let you write a feature article on the Cuts by Dale difference using your firsthand experience. Thank you for your considering my proposal and I hope to see you on opening day. I'd be happy to talk about how much I'll need and am willing to be flexible. I look forward to hearing from you shortly. I'm starting my own business and need some assistance getting it started, and I'd be grateful for a small loan from the government because this is for the government. This financial assistance award may be able to assist me in getting started while also providing the government with a better understanding of the public-private partnership. I'm looking forward to hearing from you. Yours faithfully, Name: [] Signature: [] Loan amount: [] You'll need. 2. They can decide to keep reading now or file your letter and read it later. Request letters may include the following contact details: Professional title Home or business street address City or suburb, abbreviated state or territory and postcode Best contact number Professional email address Related: How To Address a Letter 2. I have salons in Brisbane and the Gold Coast, and can't wait to open my latest branch on 1 May. If you'd like a treatment, please call me on the number above so I can book your appointment at a time that's convenient for you. The date follows, then the recipient's name and contact details. If your request is complex, you may break this section into two paragraphs for clarity. 6. Conclude with thanks and a call to action Close your letter by thanking your recipient for their time and considering your request. At the bottom of your letter, write 'Enclosures', followed by a colon. I look forward to hearing from you soon. Kind regards Carol Williams Request for media coverage Here is an example of a letter requesting media coverage of a salon opening: Dale Arthur Owner of Cuts by Dale 0402 340 120 dale_arthur@cutsbydale.com.au 23 Surfers Parade Toowoomba Qld 43501 April 2022 Sarah Henderson The Toowoomba Gazette 34 Main Street Toowoomba Qld 4350 Dear Ms Henderson, Re: Media coverage of salon opening I am writing to ask for media coverage of my upcoming salon opening in Toowoomba. For example, you might include a stamped, self-addressed envelope if you want your recipient to send you a hard-copy document. Sample letters of request Here are 50 sample letters of requests and letter of request topics: Request for prizes sample Here is an example of a letter prizes for a school trivia night: Carol Williams President of Parents and Citizens Association for Ryde Public School 0418 340 230 cwilliams@email.com.au 34 Denistone Road Ryde NSW 21121 February 2022 Andrew Richardson Sit and Chat Cafe 397 Main Street Ryde NSW 2112 Dear Mr Richardson, Re: Prizes for upcoming trivia night I am writing to ask whether your café may like to donate a voucher for the local primary school's upcoming trivia night scheduled for 30 March. Focus on being persuasive to encourage your recipient to read on. 5. Explain your request in more detail Detail your request so your recipient understands fully what you're asking for and how they should respond to your request. This content follows the correct format and tone. Try to address your recipient by their name, as it makes your letter feel more personal. You may also include your job title on a new line. Related: How To End a Letter 8. If you'd like to donate or need more information, you can call or email me using the contact details above.

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