|  |  |
| --- | --- |
|  | Street Address, City, ST ZIP Code  Telephone  Email |

Date

Dear Recipient,

I am writing this excuse letter to inform you about my foot injury and my inability to attend school from 13th June to 19th June 2019.

On 11th June 2019, I was practicing in our school playground for the upcoming grand football competition, in July 2019, with ABC school. While doing so, I accidentally twisted my right foot and fell on the ground. I did not think that it was a big issue, so I continued playing, as I was not feeling any pain at that time.

When I went home, I felt severe pain in my foot and my mother took me to the hospital. The doctor informed us that the injury is not mild and got worse because I continued to play. He has suggested me few days rest and assured me that if I bedrest, I will be able to play in the tournament.

There is still a month left for the tournament, so I can come back and practice before it. I request you that, kindly, accept my excuse and allow me to take a few days off from 13th to 19th June 2019 and please do not disqualify me from the competition.

Thank you for your understanding and support.

Warm regards,

Your Name

Title

Email