

# Example Request To Work From Home Part-time

**Hello [Manager's name],**

I'm writing this letter to question the possibility of working from home part-time in my current role. I love my job and always desire to complete my work efficiently. That's why I believe that I can have less distraction by working from home and staying focused to get work done productively for you.

Additionally, I already have a home office space well organized and quiet for teleworking. Could you please consider allowing me to work remotely?

Maybe I could start with just two days per week to determine whether it improves my productivity or not. I think Tuesday and Thursday would be ideal since we usually don't have any meetings on those days, and I'm flexible to meet in the office as needed.

If so, we could discuss this possibility in person whenever you have time.

Best regards,

**[Your name]**



# Sample Letter Requesting To Go Part Time

**United States. Internal Revenue  
Service**

A red circular graphic with a gradient, appearing as a partial circle or a thick arc, located to the right of the IRS text.

**Sample Letter Requesting To Go Part Time:**

## Unveiling the Magic of Words: A Overview of "**Sample Letter Requesting To Go Part Time**"

In a global defined by information and interconnectivity, the enchanting power of words has acquired unparalleled significance. Their capability to kindle emotions, provoke contemplation, and ignite transformative change is truly awe-inspiring. Enter the realm of "**Sample Letter Requesting To Go Part Time**," a mesmerizing literary masterpiece penned by a distinguished author, guiding readers on a profound journey to unravel the secrets and potential hidden within every word. In this critique, we shall delve to the book is central themes, examine its distinctive writing style, and assess its profound affect the souls of its readers.

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