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Subject: Request for Medical Equipment

Dear Sir or Madam,

I am writing this letter with a humble request to provide the hospital with adequate and proper medical equipment. Recently, we lost a patient because we did not have the appropriate medical supplies available. This matter is very troublesome, disturbing the doctors and nurses very much. This issue needs to be paid attention to as we could suffer a considerable loss. We must cater to the patients' needs and provide them with the best healthcare service they deserve. Using unhygienic medical tools can only add to the problem and needs to be resolved.

I hope you will acknowledge this situation and resolve the matter soon. I will be waiting for your affirmative response.

Sincerely,

Your Name Date:

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