

Social Security Administration
Office of Hearings Operations (OHO)
[Address of the OHO handling your claim,
including city, state, and zip code]

[Insert date you're writing the letter here]

Re: Dire Need Letter

[Insert your claim number (if you know it) here. Otherwise, put your Social Security number here]

To whom it may concern,

I am writing to request that Social Security expedite my application as a dire need case. I am in dire need because [I am facing eviction due to unpaid rent/I lost my health insurance and can no longer afford my prescribed medication/I have had my electricity disconnected because I can't pay the utility bill].

I am unable to pay the cost of [my rent/medication/utilities] which amount to [\$900 per month for rent/\$800 per month for medication/\$100 per month for electricity]. As a result, I currently [am behind \$2,700 in rent/am not receiving needed treatment for my health condition/do not have a reliable source of electricity].

I have attached [an eviction notice/an invoice for my prescribed medication/a shut-off notice from the electricity company] in support of my dire need claim. Please consider these documents as evidence of my dire need.

Sincerely,

[Insert your name here]

[Insert your address here]