**To:** [Manager’s Name]  
**From:** [Your Full Name]

**Date:** [Insert Date]

**Subject:** Permission to Bring and Consume Eatables at Workplace Due to Medical Condition

Dear [Manager’s Name],

I am writing to formally request permission to keep some dry snacks at my workstation during office hours. Since I have been coping with Type 2 diabetes, I need to have immediate access to snacks. This will help me avoid an unexpected drop in my blood sugar level, which can be life-threatening.

I, therefore, kindly request that you allow me to keep snacks such as fruits, granola bars, and nuts at my office desk. I assure you that I will store all snacks neatly and hygienically, causing no inconvenience to my colleagues.

I would appreciate your support and understanding.

Sincerely,  
[Your Full Name]  
[Your Job Title/Department]