

# Request for Special Accommodations

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Detox Retreat's Name]

[Retreat's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request special accommodations during my upcoming stay at [Detox Retreat's Name] from [Start Date] to [End Date].

Due to [brief explanation of your situation], I kindly ask for the following accommodations:

- [Accommodation Request 1]
- [Accommodation Request 2]
- [Accommodation Request 3]

I believe these considerations will significantly enhance my experience and contribute to a successful detox process. I appreciate your understanding and support in this matter.

Thank you for your attention to my request. I look forward to your positive response.

Sincerely,

[Your Name]