

Request for Autism Support Services Evaluation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request an evaluation for autism support services for my child, [Child's Name], who is [Child's Age] years old.

Our concerns regarding [Child's Name] include [specific concerns related to autism, such as social interactions, communication skills, and behavioral issues]. We believe that an evaluation would provide valuable insights into their needs and help us develop a plan to support their development effectively.

Please let us know the necessary steps to initiate the evaluation process and any documentation you may require from us. We appreciate your assistance and look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email]