

Inquiry for Healthcare Interpreter Services

Date: [Insert Date]

To: [Interpreter Service Provider Name]

Address: [Service Provider Address]

Dear [Interpreter Service Provider Name],

I am writing to inquire about the availability of healthcare interpreter services for an upcoming surgical procedure scheduled for [Insert Date] at [Insert Hospital/Clinic Name]. We want to ensure that effective communication is maintained during the patient's consultation and surgical process.

Details of the procedure are as follows:

- Patient Name: [Insert Patient Name]
- Language Required: [Insert Language]
- Type of Procedure: [Insert Type of Procedure]
- Scheduled Time: [Insert Time]
- Location: [Insert Location]

Could you please confirm the availability of an interpreter for this appointment? Additionally, any information regarding the services offered, pricing, and cancellation policies would be greatly appreciated.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]