

# Employee Health Benefits Inquiry

To: [HR Manager's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Date: [Date]

Dear [HR Manager's Name],

I hope this message finds you well. I am writing to inquire about the health benefits available to employees as part of our retirement planning. As I consider my future retirement, it is important for me to understand the options available regarding health benefits post-retirement.

Could you please provide information on:

- The health insurance options available for retirees.
- The eligibility requirements for continued benefits.
- Any subsidies or assistance programs available for retirees.
- Important deadlines I need to be aware of.

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

Sincerely,

[Your Name]

[Your Job Title]

[Your Contact Information]