

Request for Public Ancestry Data

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Organization/Agency Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to inquire about the availability of public ancestry data that may assist me in my genealogical research. Specifically, I am interested in [briefly explain what specific data you are looking for, e.g., birth records, census data, immigration records, etc.].

I believe that this information could greatly aid in my efforts to trace my family lineage and understand more about my heritage. If there are any forms or procedures that I need to follow to access this data, please let me know.

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

Sincerely,

[Your Name]