

Inquiry for Legal Resources

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Social Service Center Name]

[Center's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the legal resources available through [Social Service Center Name]. As I am currently [briefly describe your situation], I believe that your services could provide the guidance I need.

Could you please provide information on the following:

1. Available legal resources or services
2. Eligibility criteria for accessing these resources
3. Any upcoming workshops or information sessions that may be beneficial

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

Sincerely,

[Your Name]