

Special Accommodation Request for Embassy Interview

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Consular Officer

[Embassy/Consulate Name]
[Embassy/Consulate Address]
[City, State, Zip Code]

Dear Consular Officer,

I hope this message finds you well. I am writing to formally request special accommodations for my upcoming embassy interview scheduled for [Date of Interview] regarding my [type of visa] application.

Due to [explain your condition or situation briefly], I respectfully request the following accommodations: [list specific accommodations needed, e.g., wheelchair accessibility, sign language interpreter, etc.].

I appreciate your understanding and assistance regarding this matter. Please feel free to contact me at [your phone number] or [your email address] should you require any further information or documentation.

Thank you for your attention to this request. I look forward to your positive response.

Sincerely,

[Your Name]