

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Embassy Name]

[Embassy Address]

[City, State, Zip Code]

Dear [Title] [Last Name],

I hope this letter finds you well. I am writing to request demographic statistics related to [specific data you are requesting, e.g., population, immigration, etc.] for [specific purpose, e.g., research, analysis, etc.].

As a [your position or relation to the subject matter], I believe that this information would greatly assist in [explain how the data will be used]. The specific data I am interested in includes:

- [Specific data request 1]
- [Specific data request 2]
- [Specific data request 3]

If possible, I would appreciate it if you could provide the information by [specific date], as it is crucial for my ongoing project.

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

Sincerely,

[Your Name]