

Request for Bilingual Interpretation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Position]

[Court/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request the provision of bilingual interpretation services for my upcoming legal proceedings scheduled on [insert date] regarding [brief description of the case].

As a [your language] speaker, I am concerned that my limited proficiency in English may impact my ability to fully understand the proceedings and to communicate effectively. It is crucial for me to have access to accurate interpretation to ensure a fair legal process.

I kindly ask that you consider my request to provide a qualified bilingual interpreter who is proficient in both [your language] and English during all court hearings and discussions regarding this matter. This will not only facilitate communication but also enhance the integrity of the legal process.

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

Sincerely,

[Your Name]