

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my preference for communication through written dialogue exclusively. I believe that written exchanges provide clarity, enable thoughtful responses, and allow for better documentation of our discussions.

While I appreciate verbal communication, I find that written dialogue helps in minimizing misunderstandings and promotes a more structured approach to our conversations.

Thank you for considering my preference. I look forward to your understanding and support.

Best regards,

[Your Name]

[Your Contact Information]