

Letter of Cooperation Regarding Discrimination Investigation

Date: [Insert Date]

[Your Name]
[Your Title]
[Your Organization]
[Organization Address]
[City, State, Zip Code]

[Recipient Name]
[Recipient Title]
[Recipient Organization]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

We are writing to confirm our commitment to cooperating fully with the ongoing investigation into the allegations of discrimination as outlined in your recent correspondence.

We value diversity and equality in our workplace and take any claims of discrimination seriously. As such, we are prepared to provide all necessary documentation and make our employees available for interviews as part of the investigation process.

Please let us know the specific information you require from us or any steps we need to take to assist in this matter. We appreciate your diligence in addressing these important issues.

Thank you for your attention to this serious matter. We look forward to working closely with you to ensure a thorough and fair investigation.

Sincerely,

[Your Name]
[Your Title]
[Your Organization]
[Contact Information]