

Inquiry About Remote Work Housing Benefits

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to inquire about the housing benefits provided for employees working remotely at [Company Name]. As a remote worker, I am interested in understanding what resources and support our company offers regarding housing assistance.

Specifically, I would like to know about the following:

- Are there any financial allowances for remote employees to help with housing costs?
- What documentation is required to apply for any available housing benefits?
- Are there specific housing resources or programs in place that we can access?

Thank you for your assistance in this matter. I look forward to your prompt response.

Sincerely,

[Your Name]