

# Request for Social Security Benefits

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Social Security Administration

[Office Address]

[City, State, Zip Code]

Dear Sir/Madam,

I am writing to formally request my Social Security Benefits. My name is [Your Name], and my Social Security number is [Your SSN]. I have reached the age of eligibility and am seeking to initiate the application process for my benefits.

Attached to this letter are the necessary documents required for processing my request, including [list of documents, e.g., identification, earnings record, etc.].

I would appreciate your prompt attention to my request. Should you need any further information or documentation, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your assistance.

Sincerely,

[Your Name]