

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date

Recipient's Name

Recipient's Title

Organization Name

Organization Address

City, State, Zip Code

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to inquire about the disability support options available through your organization. As someone who is seeking assistance, I would appreciate any information regarding programs, resources, and eligibility criteria.

Specifically, I am interested in understanding the following:

- Available support programs and services.
- Application process and important deadlines.
- Eligibility criteria for different types of support.

Thank you for your attention to this matter. I look forward to your prompt response and appreciate your assistance in navigating the available options.

Sincerely,

[Your Name]