Request for Public Consultation on Environmental Impact Assessment

Date: [Insert Date]
To: [Recipient's Name]
[Recipient's Title]
[Organization/Agency Name]
[Address]
Dear [Recipient's Name],
We are writing to formally request a public consultation regarding the Environmental Impact Assessment (EIA) for the proposed [Project Name] located at [Location]. The scope of the project includes [brief description of project].
Given the potential environmental impacts, we believe it is crucial to engage the community and stakeholders through a public consultation process. This will allow us to gather valuable feedback and address any concerns regarding the environmental implications of the project.
We request your assistance in organizing a public meeting on [Proposed Date] at [Proposed Venue] to discuss the findings of the EIA and gather input from the public. Please let us know if this date is suitable or if alternative arrangements can be made.
Thank you for your attention to this important matter. We look forward to your positive response.
Sincerely,
[Your Name]
[Your Title]
[Your Organization]
[Your Contact Information]