

# Disability Accommodation Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Public Service Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to inquire about the disability accommodations available within your public services. As an individual with [briefly describe your disability], it is important for me to understand the options and support systems in place to ensure accessibility.

Could you please provide information regarding:

- Types of accommodations offered
- The process for requesting accommodations
- Any documentation required
- Contact details for further assistance

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

Sincerely,

[Your Name]