

# Inquiry Regarding Mental Health Resources

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. My name is [Your Name], and I am reaching out to inquire about the mental health resources available through your organization.

As [briefly explain your background or reason for the inquiry, e.g., a student, community member, etc.], I am looking for information on various mental health programs and services, including counseling, support groups, and educational workshops.

If you could provide me with details on the available resources, including any eligibility requirements, service hours, and contact information, I would greatly appreciate it.

Thank you for your time and assistance. I look forward to your response.

Sincerely,

[Your Name]