

Enquiry for Inclusive Language Services

Date: [Insert Date]

To Whom It May Concern,

I hope this message finds you well. My name is [Your Name], and I am [Your Position or Role] at [Your Organization]. We are currently exploring options for inclusive language services to better serve our diverse clientele.

We are particularly interested in understanding the range of services you offer, including but not limited to:

- Translation services in multiple languages
- Accessibility consulting
- Workshops on inclusive communication practices

Could you please provide us with more information regarding your services, pricing structure, and availability? Additionally, we would appreciate any case studies or testimonials from previous clients that demonstrate your expertise in this area.

Thank you for your assistance. I look forward to your prompt response.

Best regards,
[Your Name]
[Your Position]
[Your Organization]
[Your Contact Information]