

Confirmation Request for Wheelchair-Friendly Seating

Date: [Insert Date]

To: [Venue/Organization Name]

Address: [Venue/Organization Address]

Dear [Recipient's Name],

I am writing to kindly request confirmation of wheelchair-friendly seating options for the [Event Name] scheduled on [Event Date]. As an individual requiring accessible seating, it is essential for my comfort and safety to have appropriate accommodations in place.

Could you please confirm the availability of wheelchair-friendly seating and any additional assistance that may be provided during the event? I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Contact Information]