

Inquiry for Student Transportation Support Program

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Organization/School Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the Student Transportation Support Program offered by [Organization/School Name]. As a parent of a student who is [mention grade level or specific needs], I am keen to understand the details and eligibility criteria for this program.

Specifically, I would appreciate information regarding:

- The application process and necessary documentation
- Eligibility requirements for students
- Types of transportation assistance provided
- Deadlines associated with the program

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

Sincerely,

[Your Name]