

# Observations on Wheelchair Access Conditions

Date: [Insert Date]

To: [Recipient Name]

Organization: [Organization Name]

Address: [Organization Address]

Dear [Recipient Name],

I am writing to share my observations regarding the wheelchair access conditions at [Location/Facility Name]. My visit on [Insert date of visit] revealed several issues that may impede accessibility for individuals who rely on wheelchairs.

## Observations:

- Entrance: The main entrance is not equipped with automatic doors, making access difficult for wheelchair users.
- Ramp: The ramp located at [specific location] is too steep and lacks handrails.
- Restrooms: The accessible restroom stalls are often occupied or not properly maintained.
- Signage: There is inadequate signage indicating accessible paths and facilities.

Improving these conditions will greatly enhance the accessibility and overall experience for wheelchair users.

Thank you for your attention to this matter. I am looking forward to your response regarding potential improvements.

Sincerely,

[Your Name]

[Your Contact Information]