

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Title]
[Recipient Organization]
[Organization Address]
[City, State, ZIP Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to inquire about the
[specific information or service related to FHSA].

As a [briefly describe your interest or reason for inquiry, e.g.,
potential participant, researcher, etc.], I would appreciate any details
you could provide regarding [specific questions or topics of interest].

Thank you for your attention to this matter. I look forward to your
prompt response.

Sincerely,

[Your Name]

[Your Title or Position, if applicable]