

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[IHSS Office Name]  
[Office Address]  
[City, State, Zip Code]

Subject: Clarification Regarding IHSS Application

Dear [IHSS Office Contact Person or "To Whom It May Concern"],  
I hope this letter finds you well. I am writing to clarify certain aspects of my In-Home Supportive Services (IHSS) application submitted on [application date]. I would like to provide additional information and address some points that may need further explanation.

1. **\*\*Personal Information\*\***:

- Name: [Your Full Name]
- Date of Birth: [Your DOB]
- Application Number: [Your Application Number]

2. **\*\*Clarifications Needed\*\***:

- [Briefly explain the specific areas that need clarification, e.g., health conditions, caregiver need, etc.]
- [Provide detailed information or documentation that supports your request.]

3. **\*\*Supporting Documents\*\***:

- [List any attached documents, if applicable, such as medical records, letters from healthcare providers, etc.]

I appreciate your attention to this matter and am looking forward to your response. Please contact me at the phone number or email address listed above if you require any further information or documentation.

Thank you for your assistance.

Sincerely,

[Your Name]

[Signature (if sending a hard copy)]