

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

[Recipient's Name]
[Recipient's Position]
[Organization's Name]
[Organization's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to request assistance from your organization as a person with a disability. My name is [Your Name], and I am seeking support in [briefly describe the assistance needed, e.g., adaptive equipment, financial support, access to services, etc.].

As someone who has [briefly explain your disability or condition], I face challenges that make [describe how these challenges affect your daily life]. Despite these obstacles, I am committed to [explain any efforts you have made towards achieving independence or contributing to your community].

I believe that with your assistance, I can [describe how the support will help you achieve your goals or improve your situation]. I would greatly appreciate any resources, information, or support your organization can provide.

Thank you for considering my request. I look forward to your response.

Sincerely,
[Your Name]