

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

[Recipient Name]  
[Social Security Administration]  
[Office Address]  
[City, State, Zip Code]

Subject: Request for SSI Benefits

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally request Supplemental Security Income (SSI) benefits based on my current financial condition and disability status.

I would like to provide the following information for your consideration:

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

- Full Name: [Your Full Name]
- Social Security Number: [Your SSN]
- Date of Birth: [Your DOB]

2. **\*\*Disability Information\*\***:

- Type of Disability: [Specify your disability]
- Date of Onset: [Date you became disabled]
- Supporting Medical Documentation: [Briefly state what documents are attached]

3. **\*\*Financial Information\*\***:

- Monthly Income: [Your monthly income, if applicable]
- Assets: [List any significant assets]

I have attached supporting documents, including medical records and financial statements, that validate my request. I kindly ask for your assistance in processing my application for SSI benefits.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]