

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

[Recipient Name]
[Recipient Title]
[Organization/Institution Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally request special accommodations due to my recent diagnosis of tuberculosis (TB). As a patient currently undergoing treatment, I am facing certain challenges that require modifications to my environment and routine to ensure my health and well-being.

[Briefly describe your situation, treatment, and specific needs.]

I kindly ask for [list specific accommodations needed, e.g., extended deadlines, remote work options, adjusted schedules, etc.]. These adjustments will significantly assist me in managing my condition while fulfilling my responsibilities effectively.

Thank you for considering my request. I am hopeful for your understanding and support during this time. I am available at your convenience to discuss this matter further.

Sincerely,
[Your Name]