

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

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

Subject: Emotional Support Animal (ESA) Letter

Dear [Recipient's Name],

I am writing this letter as a licensed mental health professional to confirm that [Client's Full Name] is under my care for a mental health condition. After thorough evaluation, I have determined that an emotional support animal is a necessary part of their treatment plan.

[Client's Full Name] has been diagnosed with [specific mental health condition] and experiences [brief description of symptoms]. An emotional support animal will provide [describe how the animal will alleviate symptoms or improve the client's wellbeing].

[Client's Full Name] requires the emotional support of [animal type/breed] to assist in their daily functioning and enhance their overall emotional wellbeing.

This letter is valid for [duration, e.g., one year], and I recommend that [Client's Full Name] be allowed to keep an emotional support animal in their residence.

If you have any questions or require further information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]
[Your License Type and Number]
[Your Signature (if sending a hard copy)]
[Your Professional Title]
[Your Practice/Organization Name]
[Practice Address]
[City, State, ZIP Code]