

Inquiry Letter Sample for Accommodation Availability

Subject: Inquiry Regarding Accommodation Availability for College Students

Dear [Accommodation Manager / Housing Office],

I am [Your Name], an incoming student at [College/University Name], enrolling in the [Program or Course Name] for the academic year [Year/Term]. I am writing to inquire about the availability of student accommodation near the college campus.

I am interested in [single/shared/double/other] room options and would like to know more about the facilities provided, such as internet access, laundry, kitchen facilities, and security arrangements. My anticipated duration of stay is from [start date] to [end date], and I would appreciate information on rental prices, deposit requirements, and application procedures.

Additionally, I have the following special requirements/pREFERRED AMENITIES (if any):

[List any specific preferences or requirements, such as wheelchair access, quiet study environment, meal options, etc.]

Kindly provide details regarding the available accommodation options, monthly rates, amenities, and the application process. If possible, please include photographs or links to virtual tours of the accommodations.

Thank you very much for your assistance. I look forward to your prompt response so I can make necessary arrangements before the academic term begins.

Sincerely,

[Your Name]

[Your Contact Information]

[Date]