To

[The employer’s name]  
[Designation]  
[Company Name]

**Subject: Request for a reasonable accommodation for [ZYC]**

Respected sir,

I am Dr. ABC working in the services hospital as a medical specialist. Your employee Mr. XYZ has been getting treatment for pain in his lower back for the last 4 months. In the recent X-ray report, it has been seen that his backbone is experiencing serious complications. Due to this, I am restricting him to sit or stand for an extended periods. In addition, he is required to put limits on his mobility also so that his back can heal.

It is my humble request to you to please provide him with some accommodation at the workplace so that he can work smoothly without affecting his health and work. I would like to ask for the following reasonable accommodations:

1. A sit-stand desk so that he can work in his desired position whenever he wants.
2. A chair that is very friendly for people who have problems with their backbone.
3. Authorization to work from home as and when required.

As a doctor, I am ready to provide additional information to you in case you require it. For proof, I am attaching the X-ray and ultrasound reports of your employee with this letter so that you can confirm his medical condition. Thank you so much for considering my request. I look forward to your reaction to my request.

Regards.

[Your Name]  
[Clinic/healthcare/hospital name]  
[Address]

Contact: [Contact -1] [Contact -2]  
Email