

[Your Address]

[Date]

**To:**

[Name of Recipient or Organisation]

[Their Title or Department]

[Organisation's Address]

[City/State]

Dear [Recipient's Name],

**Subject: Request to Support Public Toilet Facilities in [Name of Target Location]**

I am writing as a concerned resident of [Name of Target Location] to draw your attention to the urgent need for public toilet facilities in our area.

Like many other communities across Nigeria, [Name of Target Location] continues to struggle with poor access to safe, hygienic toilets. This lack of proper sanitation not only affects public health but also endangers our environment and especially affects vulnerable groups such as women, children, the elderly, and persons with disabilities.

According to data from the Federal Ministry of Water Resources, over 48 million Nigerians still practice open defecation, a major contributor to the spread of diseases like cholera. I believe this issue can no longer be ignored and that action is both necessary and urgent. [Please include any local statistics relevant to your target location].

I am therefore respectfully requesting your support to build or refurbish a toilet facility in [Name of Target Location]. This can be in a public place such as a market, bus park, school, or near a healthcare or transport hub. Your support will go a long way in promoting dignity, health, safety, and inclusiveness in our area.

This letter is part of a broader national campaign called the Toilet Access Project (TAP), led by Sity Senta, a consultancy firm, working to promote access to sanitation and hygiene in underserved areas. The campaign's aim is to mobilise individuals, businesses, and government institutions to take action in commemoration of World Toilet Day, November 19, 2025.

Please consider this urgent call to action. I am willing to work with you in any way possible to activate and actualise your contribution to this important issue.

Thank you very much for your time and consideration.

Yours sincerely,

**[Your Name]**