

[Your Name]  
[Your Job Title]  
[Date]

To: [Manager's Name or HR Department]  
[Company Name]

**Subject: Request for Visual Strain Relief Equipment**

Dear [Recipient Name],

I am writing to formally request specific equipment to help alleviate eye strain and improve my productivity while performing my daily duties. Due to the high number of hours spent working at my computer terminal, I have been experiencing significant digital eye strain and visual fatigue.

To mitigate these issues and maintain a healthy workspace, I would like to request the following items:

- [Item 1: e.g., Anti-glare screen filter]
- [Item 2: e.g., Monitor arm for adjustable height and depth]
- [Item 3: e.g., Dimmable task lighting or blue light filtering desk lamp]
- [Item 4: e.g., Larger high-resolution monitor]

According to ergonomic guidelines, these adjustments will help reduce glare, improve focus, and ensure proper viewing distances, thereby preventing long-term vision issues and headaches.

I am happy to discuss the specific models or provide links to the requested equipment if needed. Thank you for supporting my health and professional efficiency.

Sincerely,

[Your Signature]  
[Your Printed Name]