

# HR Inquiry Form Sample: Remote Work Policy

Submit your questions regarding our **remote work policy** through this HR inquiry form sample designed for clarity and efficiency. This form helps streamline communication between employees and HR for all remote work-related concerns. Ensure your queries are addressed promptly by using this standardized template.

**Your Full Name**

**Department**

**Work Email Address**

**Type of Inquiry**

**Your Question / Concern**

**Urgency**

Submit Inquiry