

Drug Sample Request Clarification

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Subject: Clarification on Drug Sample Request for Educational Use

Dear [Recipient Name],

I hope this message finds you well. I am writing to seek clarification regarding my recent request for drug samples for educational purposes. Specifically, I would like to understand the following:

- The approval process for obtaining the requested samples.
- Any documentation required from my side.
- Expected timelines for sample delivery.

Thank you for your assistance in this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position, if applicable]

[Your Institution, if applicable]