

# Drug Sample Request Clarification

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Company Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To: [Recipient's Name]

[Recipient's Position]

[Recipient's Company]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to request clarification regarding our recent drug sample submission for regulatory review. We aim to ensure that our submission meets all necessary requirements and would appreciate your guidance on the following points:

- Specific documentation required for the sample provided.
- Any additional testing or data needed for the submission.
- Timeline expectations for the review process.

Thank you for your assistance. We look forward to your prompt response to facilitate our submission process.

Sincerely,

[Your Name]

[Your Position]

[Your Company]