

Inquiry Regarding Missing Laboratory Test Results

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Laboratory/Clinic Name]

[Laboratory/Clinic Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the status of my laboratory test results from [insert date of the test] for [specify the type of test]. I was informed that the results would be available by [insert expected date], but I have not yet received them.

The details of my test are as follows:

- Name: [Your Name]
- Date of Birth: [Your Date of Birth]

I would appreciate any updates regarding the status of my test results at your earliest convenience. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]