

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date: [Insert Date]

Recipient Name  
Recipient Position  
Laboratory Name  
Laboratory Address  
City, State, Zip Code

Dear [Recipient Name],

I hope this message finds you well. I am writing to request clarification regarding the laboratory test results I received on [insert date of results].

The results indicated [briefly describe the results], and I have a few questions regarding the interpretation and any necessary follow-up actions. Specifically, I would like to understand [insert specific questions or concerns].

Your assistance in providing clarity on these matters would be greatly appreciated as it will help me in making informed decisions regarding my health.

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

Sincerely,  
[Your Name]