

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

Lab Name  
Lab Address  
City, State, Zip Code

Dear [Lab Manager's Name],

I hope this letter finds you well. I am writing to formally request the detailed results of my recent laboratory tests conducted on [date of tests]. My patient ID is [your patient ID] and the tests performed include [list of tests].

For my personal records and to discuss my health with my healthcare provider, I would appreciate receiving a detailed report containing all the findings and any relevant notes from the tests.

Thank you for your attention to this matter. Please feel free to contact me at [your phone number] or [your email] should you require any further information.

Sincerely,

[Your Name]