

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Lab or Hospital Name]

[Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request the results of my recent lab tests conducted on [date of the test] under the reference number [test reference number].

For your convenience, my personal details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Patient ID: [Your Patient ID]

Please let me know if there are any forms to fill or fees associated with this request. I would appreciate it if you could send the results via [preferred method of communication, e.g., email, postal mail] at your earliest convenience.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]