

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Clinic/Office Name]

[Clinic Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the availability of allergy testing at your facility. I have been experiencing some symptoms that I suspect may be related to allergies and would like to explore testing options.

Please let me know if you offer allergy testing, the procedures involved, and any available appointment times. Additionally, I would appreciate information regarding any necessary preparations or documentation I should bring along to my appointment.

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

Sincerely,

[Your Name]