

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Position/Title]
[Company/Organization Name]
[Company/Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request confirmation regarding the results of the DNA test that was conducted on [date of the test] under the reference number [reference number].

As per our previous discussions, I would appreciate receiving the results at your earliest convenience, as they are crucial for [brief explanation of the reason for the request, e.g., legal purposes, personal knowledge, etc.].

If there are any additional steps I need to take in order to obtain these results, please let me know. Thank you for your attention to this matter, and I look forward to your prompt response.

Sincerely,

[Your Name]