

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

Dear [Recipient's Name],

I am writing to express my intent to undergo DNA testing in order to [state purpose, e.g., establish paternity, confirm ancestry, etc.]. My desire for this testing arises from [briefly explain your reason, e.g., a personal journey, legal requirement, family health, etc.]. I believe that obtaining this information will provide clarity and assist me in [explain what you hope to achieve, e.g., connecting with family, addressing health concerns, etc.].

I understand the importance of confidentiality and proper handling of my genetic information and would like to ensure that all procedures align with established ethical guidelines and legal standards.

Please let me know the next steps and any information or documentation you may require from me to initiate this process.

Thank you for your attention to this matter.

Sincerely,
[Your Name]