```
[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Healthcare Facility/Provider's Name]
[Facility Address]
[City, State, Zip Code]
Dear [Recipient's Name],
Subject: Request for DNR Appointment
1. **Introduction**
- Briefly introduce yourself and your purpose for writing.
2. **Background Information**
- Provide any relevant medical history or circumstances that prompt the
DNR request.
3. **DNR Request**
 - Clearly state your request for a DNR (Do Not Resuscitate) appointment.
- Mention any specific wishes or considerations regarding the DNR order.
4. **Contact Information**
 - Provide your preferred method for scheduling the appointment (phone,
email, etc.) and your availability.
5. **Closing**
 - Thank the recipient for their attention to this matter.
 - Express your hope for a timely response.
Sincerely,
[Your Name]
[Your Signature (if sending a hard copy)]
```