

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Company/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my intent to [state your purpose related to the DX code, e.g., "request the issuance of a DX code for our new medical classification project"].

[Provide a brief overview of the project or need for the DX code, including relevant details.]

It is my belief that obtaining this DX code will [explain how the DX code will benefit the project or organization].

Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Name]
[Your Title/Position]
[Your Organization]