

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

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

Dear [Recipient Name],

I hope this letter finds you well.

I am writing to accompany the attached DirectX Diagnostic Tool (dxdiag) report, which I have provided for your review. This report contains relevant information about my system's hardware and software configuration, which may assist in troubleshooting the issues I have been experiencing.

Please feel free to reach out if you require any further details or clarifications regarding the report. Thank you for your attention to this matter. I look forward to your response.

Sincerely,

[Your Name]

[Your Job Title, if applicable]