

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

Dear [Recipient Name],

Subject: System Specifications and Diagnostics Report

I am writing to provide you with the detailed system specifications and diagnostic information from my PC as requested. Please find a summary of the essential data gathered from the DirectX Diagnostic Tool (dxdiag) below:

****System Information****

- Operating System: [OS Name and Version]
- Processor: [Processor Name]
- RAM: [Total RAM]
- Graphics Card: [Graphics Card Model]
- DirectX Version: [DirectX Version]

****Display Information****

- Name: [Display Device Name]
- Manufacturer: [Display Manufacturer]
- Current Mode: [Current Resolution and Refresh Rate]

****Sound Information****

- Name: [Sound Device Name]
- Manufacturer: [Sound Manufacturer]

I hope this information assists you in further evaluating my system capabilities or troubleshooting any issues. Please feel free to reach out if you require any additional information or clarification.

Thank you for your attention to this matter.

Sincerely,

[Your Name]