

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Doctor's Name]  
[Doctor's Office/Hospital Name]  
[Office Address]  
[City, State, ZIP Code]

Dear [Doctor's Name],

I hope this message finds you well. I am writing to request an immediate consultation regarding [briefly describe the issue or symptoms]. Given the urgency of my situation, I would greatly appreciate it if we could schedule an appointment at your earliest convenience.

Please let me know when you might have availability. Thank you for your attention to this matter, and I look forward to your prompt response.

Sincerely,  
[Your Name]