

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

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

Dear [Recipient Name],

Subject: Eye Test Results

I am writing to provide you with the results of my recent eye examination conducted on [date of examination].

The findings are as follows:

- Visual Acuity:
 - Right Eye: [e.g., 20/20]
 - Left Eye: [e.g., 20/25]
- Intraocular Pressure:
 - Right Eye: [e.g., X mmHg]
 - Left Eye: [e.g., Y mmHg]
- Refraction Results:
 - Right Eye: [e.g., -1.50, +0.50 x 180]
 - Left Eye: [e.g., -1.00, +0.75 x 90]

- Additional Observations:

- [Any relevant notes or recommendations]

Please let me know if you require any further information or clarification regarding these results.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Job Title (if applicable)]