

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

Dear [Doctor's Name],

I hope this letter finds you well. I am writing to request an appointment for a consultation regarding [brief description of your medical concern or issue].

I would appreciate the opportunity to discuss my symptoms and explore potential treatment options. Please let me know your available dates and times, and I will do my best to accommodate.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,  
[Your Name]