[Your Name] [Your Address] [City, State, Zip Code] [Email Address] [Phone Number] [Date] [Recipient's Name] [Recipient's Title] [Recipient's Institution/Practice Name] [Institution Address] [City, State, Zip Code] Dear [Recipient's Name], I hope this letter finds you well. I am writing to request the results of my recent HCG (Human Chorionic Gonadotropin) test conducted on [test date]. Understanding my HCG levels is important for me, and I would appreciate your assistance in providing the results and any necessary interpretation. If additional information or further steps are required from my side, please let me know. Thank you for your attention to this matter. I look forward to hearing from you soon. Sincerely, [Your Name] [Your Patient ID (if applicable)]