

[Your Name/Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: IQ Test Results Notification

We are pleased to inform you that your IQ test results have been finalized. We appreciate your participation in the assessment conducted on [Date of Test].

Your scores indicate the following:

- **Overall IQ Score:** [Score]

- **Verbal IQ:** [Score]

- **Performance IQ:** [Score]

This score positions you in the [percentile] percentile compared to the general population.

For further details or to discuss your results, please feel free to contact us at [Phone Number] or [Email Address].

Thank you for your participation.

Best regards,

[Your Name]

[Your Position]

[Your Organization]