

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Organization/Institution Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request an IQ test evaluation to assess my intellectual capabilities.

I am particularly interested in obtaining this evaluation for [reason for request, e.g., personal knowledge, educational purposes, etc.]. I believe that understanding my cognitive strengths and weaknesses will be beneficial for my future endeavors.

I would appreciate any information regarding the testing process, availability, and any associated fees. Please let me know if there are specific forms or documentation required to initiate this request.

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

Sincerely,
[Your Name]