

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Healthcare Provider's Name]
[Clinic or Hospital Name]
[Provider's Address]
[City, State, Zip Code]

Dear [Healthcare Provider's Name],

I hope this letter finds you well. I am writing to formally request an appointment for the insertion of an intrauterine device (IUD) for contraception purposes.

After researching various contraceptive options and discussing them with [mention any relevant parties, e.g., partner, family, etc.], I believe that an IUD is the best choice for my needs.

Please let me know the available dates for an appointment and if there are any pre-appointment requirements I should be aware of. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,
[Your Name]