

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Hospital/Clinic Name]
[Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

Subject: Request for Knee Replacement Surgery

I hope this letter finds you well. I am writing to formally request a knee replacement surgery due to [briefly explain your condition, e.g., severe arthritis, injury, etc.]. After discussing various treatment options with my physician, [Doctor's Name], it has been determined that this surgery is necessary to improve my mobility and quality of life.

Details of my medical condition:

- Diagnosis: [Your diagnosis]
- Duration of condition: [Duration]
- Previous treatments: [List any previous treatments or therapies]

I would appreciate your guidance on how to proceed with scheduling this surgery, as well as any pre-operative requirements or documentation needed.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]