

[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 am writing to provide documentation regarding my Tuberculosis (TB) test as required by [mention the reason, e.g., job application, school enrollment, etc.].

I completed the TB test on [test date] at [testing facility name]. The results were [positive/negative], and I have enclosed a copy of the official report for your records.

If you require any further information or have additional questions, please feel free to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]