

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

[Doctor's Name or Medical Facility Name]  
[Address of Medical Facility]  
[City, State, Zip Code]

Dear [Doctor's Name or "To Whom It May Concern"],  
I hope this letter finds you well. I am writing to formally request  
urgent medical attention for [briefly describe the medical issue or  
symptoms] that has been [duration or severity of symptoms].  
Given the seriousness of my condition, I believe that immediate  
intervention is necessary. I would greatly appreciate it if you could  
provide an appointment at your earliest convenience to assess my  
situation.

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

Sincerely,

[Your Name]

[Optional: Your Medical Record Number or Patient ID if applicable]