

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Your Email Address]  
[Your Phone Number]  
[Date]  
[Doctor's Name]  
[Clinic or Hospital Name]  
[Clinic or Hospital Address]  
[City, State, ZIP Code]

Dear [Doctor's Name],

I hope this message finds you well. I am writing to request an immediate appointment due to [briefly explain your medical issue, e.g., worsening symptoms, recent injury, etc.].

Given the urgency of my situation, I would greatly appreciate it if you could accommodate me at your earliest convenience. I am available on [provide a few specific dates and times], but I am willing to adjust my schedule to fit yours.

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

Sincerely,  
[Your Name]