

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

[Recipient Name]  
[Recipient Title]  
[Organization Name]  
[Organization Address]  
[City, State, Zip Code]

Subject: VQI Submission - [Project/Study Title]

Dear [Recipient Name],

I am writing to formally submit the Vascular Quality Initiative (VQI) data for [Project/Study Title]. The details of the submission are as follows:

1. **\*\*Project/Study Title\*\***: [Insert Title]
2. **\*\*Principal Investigator\*\***: [Insert Name]
3. **\*\*Institution\*\***: [Insert Institution Name]
4. **\*\*Contact Information\*\***: [Insert Email and Phone Number]
5. **\*\*Date of Submission\*\***: [Insert Date]

Attached to this letter, you will find the required forms and documentation pertinent to this submission. Should any further information or clarification be needed, please do not hesitate to contact me.

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

Sincerely,

[Your Name]  
[Your Title]  
[Your Institution]  
[Your Department]

[Attachments: List of documents, if necessary]