

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

[Recipient's Name]
[Recipient's Title]
[Recipient's Institution/Organization]
[Institution/Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: WBC Count Findings

I hope this letter finds you well. I am writing to share the findings of the recent white blood cell (WBC) count analysis conducted on [Patient's Name/ID] on [Date of Test].

1. **Test Date:** [Date]
2. **Sample Type:** [Blood/Other Sample]
3. **Total WBC Count:** [Value] cells per microliter
4. **WBC Differential:**
 - Neutrophils: [Value]%
 - Lymphocytes: [Value]%
 - Monocytes: [Value]%
 - Eosinophils: [Value]%
 - Basophils: [Value]%

5. **Reference Range:** [Provide reference ranges if applicable]

The results indicate that [provide brief interpretation of findings, e.g., "the total WBC count is elevated/lower than normal, suggesting..."]. Further evaluation may be necessary to determine the underlying cause.

Please let me know if you require additional details or have any questions regarding this report.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Title/Position]
[Your Institution/Organization]