[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Company/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: VHDL Simulation Results

I hope this letter finds you well. I am writing to present the results of the VHDL simulation conducted for [Project/Design Name] on [Date].

The simulations were carried out using [Simulation Tool/Software Name], and the following key results were observed:

1. **Functionality Verification**:
 - Description of functionality tested
 - Results obtained (e.g., pass/fail, expected vs. actual outputs)

2. **Performance Metrics**:
 - Timing analysis results
 - Resource utilization (e.g., LUTs, FFs)
 - Power consumption estimates

3. **Critical Issues**:
 - Any errors or discrepancies encountered
 - Impact of these issues on the overall project

4. **Recommendations**:
 - Suggested modifications or optimizations based on the results
 - Future testing or validation steps

Attached to this letter, you will find detailed reports, including simulation waveforms and screenshots for reference.

Please feel free to reach out if you have any questions or require further clarification regarding the findings.

Thank you for your attention to this matter.

Best regards,

[Your Name]
[Your Position]
[Your Company/Organization Name]
[Your Signature (if sending a hard copy)]