

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

[Date]

[Recipient Name or Agency Name]  
[Recipient Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally express my interest in pursuing reproductive health services and exploring the options available for becoming a parent. After careful consideration and research, I have chosen your facility to assist me in this journey.

My primary goal is to understand the various pathways to parenthood, including [mention specific interests, e.g., IVF, egg/sperm donation, surrogacy, or fertility testing]. I am eager to learn more about your success rates, the medical protocols involved, and the estimated timelines for these procedures.

I have attached my initial medical history forms for your review. I would like to schedule an introductory consultation to discuss my options, the associated costs, and any preparatory steps I should take.

Thank you for your time and for the vital work you do in helping individuals and couples build their families. I look forward to hearing from you soon.

Sincerely,

[Your Signature]

[Your Printed Name]