

[Your Full Name]
[Your Address]
[Your Phone Number]
[Your Email Address]

[Date]

[Doctor's Name or Medical Facility Name]
[Facility Address]
[City, State, Zip Code]

Subject: Request for Routine Blood Panel Test Reports

Dear [Doctor's Name or Records Department],

I am writing to formally request a copy of my recent routine blood panel test results. These tests were conducted on [Date of Test] at your facility.

Please include the complete laboratory report, including but not limited to:

- Complete Blood Count (CBC)
- Metabolic Panel (CMP/BMP)
- Lipid Profile (Cholesterol)
- [Any other specific tests performed]

I would prefer to receive these records via [Email / Patient Portal / Mail]. If there are any forms required to authorize this release or any processing fees, please let me know at your earliest convenience.

Thank you for your assistance with this request.

Sincerely,

[Your Signature]

[Your Printed Name]
Date of Birth: [Your Date of Birth]
Patient ID: [If applicable]