From

[The Doctor’s Name]  
[Qualification]

**Subject: Request for an urgent x-ray of [XYZ] for [ABC]**

Respected sir,

I am writing this letter to request to you conduct my x-ray on an immediate basis due to some legal medical reasons. I was going to my workplace for routine work when met with an accident. The collision with the car rushing towards me was so intense that my left arm is numb right now. I went to the city hospital where they asked to get the screening of my arm done so that they can see whether the bone is fractured or not.

The doctor has asked me to get the x-ray done as soon as possible because an urgent treatment of the bone can save it from getting completely fractured.

I know it might be difficult for you to organize a special meeting with me without an appointment since there are so many people in the pool waiting for their turn already.  However, I am ready to pay extra charges for an urgent x-ray. It is my humble request to you to please book an urgent appointment with me regarding urgent screening. This way, I will be able to get quick treatment from my GP.

I am sharing an x-ray prescription with you through this letter. A quick response from you will be encouraged. I will be highly grateful to you in case you need further information, please contact me at [CONTACT]. I am looking forward to your response.

Doctor’s Name

Name of the department of practice

Signature

[DATE]