

**PERSONAL & CONFIDENTIAL**

Dear Client:

I have received the results of the HIV-related tests, which we obtained in order to underwrite your recent application for insurance with [Name your Insurance Company].

At the time of your application you authorized me to release the results of your HIV-related tests to [Name Recipient]. Today, your test results were sent to the person whom you named on the authorization form.

I recommend that you contact [Name Recipient] to review your HIV-related test results.

Sincerely,

Chief Medical Director  
[Name your Insurance Company]

[Co.'s Secondary Form No. if desired]