

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Address]
[City, State, ZIP Code]
Subject: Proof of Address

Dear [Recipient's Name],
I am writing to formally provide proof of my address as required for
[reason for providing proof, e.g., application, verification, etc.].
My current address is:

[Your Address]
[City, State, ZIP Code]

To confirm my residency at this address, I have attached the following documents:

1. [Document Type 1, e.g., utility bill]
2. [Document Type 2, e.g., bank statement]
3. [Document Type 3, if applicable]

These documents clearly display my name and current address to verify my residence.

Should you require any further information or additional documentation, please do not hesitate to contact me at [phone number] or [email address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]