

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Immigration Office Name]
[Office Address]
[City, State, Zip Code]

Subject: Immigration Status Verification Request

Dear [Recipient Name],

I hope this letter finds you well. I am writing to request verification of my immigration status as part of the requirements for [reason for the request, e.g., employment, school, etc.].

My details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Immigration Case Number: [Your Case Number, if applicable]
- Current Status: [Your Current Immigration Status]

Please find attached copies of relevant documents to assist in the verification process. I appreciate your prompt attention to this matter and am looking forward to your response.

Thank you for your assistance.

Sincerely,

[Your Name]

[Attachments: List any documents you are including]