

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

[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

Subject: Proof of Residency

Dear [Recipient Name],

I, [Your Name], am writing to confirm that [Student's Name] resides with me at the address listed above. [He/She/They] has been living at this address since [Date].

This letter serves as proof of residency for [Student's Name] and may be used for any necessary purposes.

Should you require any further information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

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