

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

[Recipient Name]  
[Recipient Position]  
[Department/Organization Name]  
[Address]  
[City, State, ZIP Code]

Dear [Recipient Name],

Subject: BNO Passport Eligibility Confirmation

I am writing to formally confirm my eligibility for a British Nationals Overseas (BNO) passport.

1. **\*\*Personal Information:\*\***

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Place of Birth: [Your Place of Birth]
- BNO Status: [Describe your BNO status and any relevant details]

2. **\*\*Supporting Documents:\*\***

- [List any documents you are including, e.g., birth certificate, BNO certificate, UK visa, etc.]

3. **\*\*Eligibility Criteria Met:\*\***

- [Explain how you meet the eligibility criteria for a BNO passport]

I appreciate your assistance in this matter, and I look forward to your prompt response confirming my BNO passport eligibility.

Thank you for your time and consideration.

Sincerely,

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