

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

Dear [Recipient Name],

Subject: Application for BVN Registration

I am writing to formally apply for the registration of my Bank Verification Number (BVN) as required by the Central Bank of Nigeria.

I understand the importance of the BVN in ensuring secure banking transactions and maintaining the integrity of the banking system.

Therefore, I am eager to complete my registration to facilitate my financial activities.

Please find my personal details below for your reference:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Residential Address]
- Phone Number: [Your Phone Number]
- Email Address: [Your Email Address]
- Bank Name: [Your Bank Name]
- Account Number: [Your Account Number]

I have attached all required documents to support my application, including [list any documents if necessary, e.g., identification proof, utility bills].

I would appreciate it if you could process my request at your earliest convenience. Should you require any further information or clarification, please feel free to contact me via the details provided above.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]