

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

[Bank's Name]
[Bank's Address]
[City, State, Zip Code]

Dear [Bank Manager's Name],

Subject: Request for BVN Enrollment

I am writing to formally request the enrollment of my Bank Verification Number (BVN) with [Bank's Name].

My details are as follows:

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

Please find attached copies of my identification documents for verification purposes. I kindly ask that you process my request at your earliest convenience.

Thank you for your assistance.

Sincerely,

[Your Name]

[Signature (if sending a hard copy)]