

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

[Recipient's Name]
[Recipient's Position]
[Bank/Financial Institution Name]
[Bank Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: BVN Verification Request

I hope this letter finds you well. I am writing to formally request the verification of my Bank Verification Number (BVN) as part of the necessary requirements for [specific reason, e.g., account opening, loan application, etc.].

My details are as follows:

- Name: [Your Full Name]
- BVN: [Your BVN]
- Account Number: [Your Account Number] (if applicable)
- Date of Birth: [Your Date of Birth]

I kindly ask that you process this request at your earliest convenience, and please let me know if any further information is required to facilitate this process.

Thank you for your attention to this matter.

Sincerely,

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