

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

[Recipient Name]
[Recipient's Position]
[Bank Name]
[Bank Address]
[City, State, ZIP Code]

Dear [Recipient Name],

Subject: BVN Verification Request

I am writing to formally request the verification of my Bank Verification Number (BVN) associated with my account. Below are my details for reference:

- Account Name: [Your Account Name]
- Account Number: [Your Account Number]
- BVN: [Your BVN]

I kindly ask you to process this request at your earliest convenience, as it is vital for my banking transactions.

Thank you for your assistance.

Sincerely,

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