

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

[Recipient's Name]
[Bank's Name]
[Bank's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Request for Bank Verification Number (BVN)

I hope this letter finds you well.

I am writing to formally request the issuance of my Bank Verification Number (BVN). My account details are as follows:

- Account Name: [Your Account Name]
- Account Number: [Your Account Number]
- Type of Account: [Savings/Current/Other]

I understand the importance of having a BVN and the benefits it entails for secure banking transactions. I kindly ask for your assistance in providing me with my BVN at your earliest convenience.

Please find attached any required identification documents to facilitate this process.

Thank you for your attention to this matter. I look forward to your prompt response.

Yours sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]