

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

Dear [Bank Manager's Name],

Subject: Request for Bank Verification Number (BVN)

I hope this message finds you well. I am writing to formally request my Bank Verification Number (BVN) associated with my account.

My account details are as follows:

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

I kindly ask that you provide my BVN at your earliest convenience, as I require it for [briefly explain the purpose, e.g., completing a transaction, verifying my identity].

Thank you for your assistance with this matter. Please let me know if you need any additional information to process my request.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]