[Your Business Name]
[Your Business Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Recipient Company Name]
[Recipient Address]
[City, State, Zip Code]
Dear [Recipient Name],
RE: DBA Verification Letter
This letter serves to confirm that [Your Business Name] is operating under the following fictitious business name (DBA): [DBA Name].
1. **Business Information**
 - DBA Name: [DBA Name]
 - Legal Business Name: [Your Business Name]
 - Business Owner(s): [Owner Names]
 - Address: [Business Address]
 - Phone Number: [Business Phone Number]
2. **Registration Information**
 - DBA Registration Number: [Registration Number]
 - Date of Registration: [Registration Date]
 - State of Registration: [State]
This verification is provided for [reason for request, e.g., banking, licensing, etc.]. Should you have any questions or require further information, please feel free to reach out to me at the contact information listed above.
Thank you for your attention to this matter.
Sincerely,
[Your Name]
[Your Title]
[Your Business Name]