

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

[Recipient Name]  
[Department of Homeland Security]  
[Office Address]  
[City, State, ZIP Code]

Subject: Immigration Verification Request

Dear [Recipient Name],

I am writing to request verification of my immigration status as per the requirements of [specific purpose, e.g., employment, legal proceedings]. My details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Alien Registration Number (if applicable): [Your A-Number]
- Current Status: [Your Current Immigration Status]

Please find attached any necessary documentation to facilitate this verification process. I appreciate your prompt attention to this matter. Thank you for your assistance.

Sincerely,

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