

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

[Recipient's Name]
[Recipient's Title/Organization]
[Recipient's Address]
[City, State, Zip Code]

Subject: Request for EU Citizenship Documentation

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to request the necessary documentation pertaining to my application for EU citizenship.

Below are the details pertinent to my application:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Place of Birth: [Your Place of Birth]
- Nationality: [Your Current Nationality]
- Application Reference Number: [Your Reference Number, if applicable]

I would greatly appreciate it if you could provide me with the following documents related to my citizenship application:

1. [Document 1]
2. [Document 2]
3. [Document 3]

If you require any further information or documents to process my request, please do not hesitate to contact me at the phone number or email address listed above.

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

Sincerely,
[Your Name]