

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

Facebook Business Support
Facebook, Inc.
1 Hacker Way
Menlo Park, CA 94025

Subject: Request for Business Account Verification

Dear Facebook Business Support Team,

I am writing to formally request the verification of our Facebook business account for [Your Business Name], located at [Your Business Address].

We believe that obtaining a verified status will enhance our credibility and allow us to better serve our audience. Our business is [briefly describe your business and mission].

Enclosed are the necessary documents to support our verification request:

1. Business registration documents
2. Identification proof of the business owner
3. Any additional relevant documents

Thank you for considering our request. We look forward to your prompt response.

Sincerely,

[Your Name]
[Your Title]
[Your Business Name]
[Contact Information]