

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

[Police Department Name]
[Department Address]
[City, State, Zip Code]

Subject: Request for Background Police Verification

Dear [Officer's Name or Title],

I am writing to request a police background verification as part of
[reason, e.g., employment, rental application, etc.].

Personal Details:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Current Address]
- Previous Addresses (if applicable): [List any previous addresses]
- Identification Number (if applicable): [e.g., Driver's License Number, SSN]

I kindly ask that this verification be conducted to ascertain my
background. Attached are copies of my identification and any other
required documents to facilitate this process.

Please let me know if you need any further information or documentation
from my side.

Thank you for your attention to this matter.

Sincerely,

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