

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

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

Subject: Request for Police Verification Letter for Visa Application

Dear Sir/Madam,

I am writing to request a police verification letter to support my visa application to [Country Name].

Below are my details for verification:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Current Address]
- Previous Address (if applicable): [Previous Address]
- Nationality: [Your Nationality]
- Passport Number: [Your Passport Number]
- Purpose of Visa: [Purpose of Your Visa]

I kindly request you to process this verification and provide the letter at your earliest convenience. Should you require any further information or documentation, please feel free to contact me at the above phone number or email address.

Thank you for your attention to this matter.

Sincerely,

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