

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Officer's Name]
[Police Department Name]
[Department Address]
[City, State, Zip Code]

Dear [Officer's Name],

Subject: Request for Police Verification

I hope this letter finds you well. I am writing to formally request police verification for [specify purpose, e.g., employment, immigration, etc.].

My details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Current Address]
- Identification Number: [Your ID Number, if applicable]

I would appreciate your assistance in processing this verification at your earliest convenience. If you require any further information or documentation, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

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