

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

Dear [Adoption Agency Representative's Name],  
I am writing to verify my adoption of [Dog's Name], a [Breed] that I  
adopted on [Adoption Date].  
As per the adoption agreement, I am providing the following information  
for your records:

1. **\*\*Adopted Dog's Information\*\***
  - Name: [Dog's Name]
  - Breed: [Breed]
  - Age: [Age]
  - Microchip Number (if applicable): [Microchip Number]
2. **\*\*Adopter Information\*\***
  - Name: [Your Name]
  - Address: [Your Address]
  - Email: [Your Email]
  - Phone: [Your Phone Number]
3. **\*\*Veterinary Care\*\***
  - Veterinarian's Name: [Vet's Name]
  - Clinic Name: [Vet Clinic Name]
  - Phone Number: [Vet Clinic Phone Number]

I appreciate your assistance in processing this verification. Please feel  
free to contact me if you require any additional information.  
Thank you for your support and the wonderful work you do for animals in  
need.

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