

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

[Service Provider's Name]  
[Service Provider's Address]  
[City, State, Zip Code]

Subject: Identity Verification Letter

Dear [Service Provider's Name or Customer Support Team],  
I am writing to verify my identity in connection with my account  
([Account Number or Username]) for your online services. In compliance  
with your identity verification requirements, I have enclosed the  
necessary documentation to confirm my identity.

Enclosed documents:

1. A copy of my government-issued photo ID (e.g., passport, driver's license).
  2. A recent utility bill or bank statement showing my name and address.
- Please let me know if you require any additional information or further documentation to support my request.

Thank you for your assistance.

Sincerely,

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