

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

[Recipient Name]
[Company Name]
[Company Address]
[City, State, ZIP Code]

Subject: LNP Verification Request

Dear [Recipient Name],

I hope this message finds you well. I am writing to formally request verification of the Local Number Portability (LNP) for my phone number, [Your Phone Number].

Please find the necessary details for the verification process:

- Current Service Provider: [Your Current Provider]
- Desired Service Provider: [Your Desired Provider]
- Account Number: [Your Account Number]
- Name on Account: [Full Name on Account]
- Address Associated with the Account: [Your Address]

I understand that accurate verification is vital for a seamless porting process. I would appreciate it if you could confirm the status of my LNP request at your earliest convenience.

Thank you for your assistance.

Sincerely,

[Your Name]