

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Subject: Phone Verification Letter

Dear [Recipient's Name],

We are writing to confirm your phone number for verification purposes as part of our security protocol. Please find the details below:

1. **\*\*Phone Number\*\***: [Insert phone number]

2. **\*\*Verification Code\*\***: [Insert verification code]

To complete the verification process, please follow these steps:

1. Receive the verification code via SMS or call.

2. Enter the code in the designated field on our platform.

If you did not request this verification, please contact our support team immediately.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Contact Information]