

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

[Election Office Name]
[Office Address]
[City, State, ZIP Code]

Dear [Election Official's Name or "Election Office"],

Subject: Confirmation of Voter Registration Status

I am writing to request confirmation of my voter registration status.

Below are my details for your reference:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Registered Address]
- Voter Registration ID (if applicable): [Your ID Number]

Please let me know if I am currently registered to vote in the upcoming elections and if my information is up to date. If there are any issues or if I need to provide additional information, please contact me at your earliest convenience.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]