

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

Verizon Wireless

[Company Address]
[City, State, Zip Code]

Subject: Request for Address Change

Dear Verizon Wireless Customer Service,

I hope this letter finds you well. I am writing to formally request an update to my address associated with my Verizon Wireless account.

Account Number: [Your Account Number]

Current Address: [Your Current Address]

New Address: [Your New Address]

Please let me know if you require any further information or documentation to process this change. I appreciate your prompt attention to this matter.

Thank you for your assistance.

Sincerely,
[Your Name]