

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Verizon Wireless]
[Company Address]
[City, State, Zip Code]

Subject: Request for Account Access

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request access to my Verizon Wireless account. Below are my account details for your reference:

- Account Holder Name: [Your Name]
- Account Number: [Your Account Number]
- Phone Number associated with the account: [Your Phone Number]

I would appreciate your assistance in providing me with the necessary access details. If any further information or verification is required, please let me know.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]