

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title/Organization]
[Recipient Address]
[City, State, Zip Code]

Subject: Residency Proof Letter

Dear [Recipient Name],

I, [Your Name], residing at [Your Address], am writing to provide proof of my residency in the state of West Virginia. My residency has been established since [Date of Move] and is supported by the following documentation:

1. [List any relevant documents, such as utility bills, lease agreements, or bank statements, that show your name and address.]
2. [Additional document if necessary.]
3. [Additional document if necessary.]

I affirm that I am a legal resident of West Virginia and this letter serves as verification of my current residence.

Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any further information or additional documentation.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]