

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

ZVAC Licensing Department

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

Subject: License Verification Request

Dear [ZVAC Representative's Name],

I am writing to formally request the verification of a licensing status for [License Holder's Name] who holds the license number [License Number].

Please find the details below for your reference:

- License Holder's Name: [Name]
- License Number: [License Number]
- Type of License: [Type]
- Issuance Date: [Date]

I kindly ask that you provide confirmation of the validity and current status of this license at your earliest convenience. Should you require any additional information or documentation to process this request, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Title/Position] (if applicable)
[Your Company/Organization Name] (if applicable)