

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

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Subject: Residential Address Proof

Dear [Recipient's Name],

I am writing to confirm my residential address as part of [reason for the letter, e.g., application, verification, etc.].

My current address is as follows:

[Your Full Address]

Please find attached [mention any documents, e.g., utility bill, lease agreement, etc.] as proof of my residence at the above address.

Should you require any further information or documentation, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]