

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

[Recipient's Name]
[Recipient's Position]
[Company/Organization Name]
[Company Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to provide proof of my address as requested.

My current address is:

[Your Address]
[City, State, ZIP Code]

I have attached a copy of [mention any supporting document, e.g., utility bill, lease agreement, etc.] to verify my address.

Should you need any further information, please feel free to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Attachment: Supporting Document]