

[Date]

[Recipient Name/Organization]

[Recipient Address]

[City, State, Zip Code]

**Subject: Verification of Identity for Primary Applicant**

To Whom It May Concern,

I am writing to formally verify the identity of [Full Legal Name of Applicant], who is the primary applicant for [Purpose of Application/Reference Number].

The applicant's details are as follows:

- **Full Name:** [Full Legal Name]
- **Date of Birth:** [Month/Day/Year]
- **Current Address:** [Full Residential Address]
- **Identification Document Type:** [e.g., Passport, Driver's License]
- **Identification Number:** [ID Number]
- **Expiration Date:** [Date]

I confirm that I have sighted the original identification documents and that the information provided above is true and accurate to the best of my knowledge.

Should you require any further documentation or clarification regarding this verification, please contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Position]

[Your Organization Name]