

Date: [Insert Date]

TO: Department of Veterans Affairs

ATTN: Evidence Intake Center

[Insert Regional Office Address]

RE: REQUEST FOR EXPEDITED VERIFICATION OF BENEFITS

Veteran Name: [Insert Full Name]

VA File Number / SSN: [Insert Number]

Date of Birth: [Insert DOB]

To Whom It May Concern,

I am writing to formally request an expedited verification of my Veterans Affairs benefits. I am currently in the process of [Reason for Request: e.g., securing housing, applying for a home loan, seeking urgent medical care, or applying for emergency financial assistance].

Due to the time-sensitive nature of this matter, I require a formal Benefit Summary Letter (also known as a Proof of Service/Award Letter) that confirms the following information:

- Current disability rating percentage
- Monthly benefit amount
- Effective date of benefits
- Character of Service

Attached to this request, please find documentation regarding the deadline for which this verification is required. [Optional: Attach proof of pending home closing or eviction notice].

Please send the completed verification to me via [Email Address or Fax Number] or through the eBenefits portal as soon as possible.

Thank you for your prompt attention to this matter and for your service to our veterans.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Phone Number]

[Your Mailing Address]