

Beneficiary Selection Verification

Date: [Insert Date]

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

To: [Beneficiary's Name]

[Beneficiary's Address]

[City, State, Zip Code]

Dear [Beneficiary's Name],

We are writing to inform you that your application for assistance through our program has been received and is currently under review. As part of the beneficiary selection process, we must verify certain information to ensure eligibility.

Please provide the following documents at your earliest convenience:

- Proof of Identity (e.g., Government-issued ID)
- Income Verification (e.g., recent pay stubs, tax returns)
- Proof of Residence (e.g., utility bill, lease agreement)

Once we receive the necessary documentation, we will proceed with the verification process. If you have any questions or need assistance, please do not hesitate to contact us at [Your Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]