

# Citizenship Approval Documentation Preparation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to inform you that your application for citizenship has been approved. To finalize the process, we require the following documentation:

- Copy of your green card
- Proof of residency
- Tax returns for the last three years
- Two passport-sized photographs
- Completed citizenship oath application form

Please submit the above documents by [Insert Deadline] to ensure your citizenship is processed smoothly. If you have any questions regarding the documentation required, feel free to contact us at [Insert Phone Number] or [Insert Email].

Congratulations on your approval, and we look forward to assisting you in completing your citizenship journey.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]