

# Request for Immigration Status Documentation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Department/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request documentation regarding my current immigration status. As per the requirements of [specific purpose or organization name], I need to provide proof of my immigration status for [reason or application name].

Below are my details for your reference:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Passport Number: [Your Passport Number]
- Country of Origin: [Your Country]

Please let me know if you need any additional information to process my request. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your assistance.

Sincerely,

[Your Name]