

Library Resources Verification Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Librarian's Name]

[Library Name]

[Library Address]

[City, State, ZIP Code]

Dear [Librarian's Name],

I hope this message finds you well. I am writing to formally request verification of the library resources available for my upcoming research project on [Insert Topic].

Specifically, I would like to verify the availability of the following resources:

- [Resource 1]
- [Resource 2]
- [Resource 3]

Additionally, if there are any online databases or archives that you recommend for my research, please let me know.

Thank you for your assistance. I appreciate your help in ensuring I have access to the necessary resources.

Sincerely,

[Your Name]