

# Verification Letter

Date: [Insert Date]

To Whom It May Concern,

This letter is to verify that [Name/Company Name] is authorized to request urgent service response due to [reason for urgency]. We appreciate your prompt attention to this matter.

Please contact us at [Phone Number] or [Email Address] for any further information or clarification.

Thank you for your swift cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]