

Rebate Program Eligibility Verification Request

Sender's Name: [Your Name]

Sender's Address: [Your Address]

Sender's Email: [Your Email]

Sender's Phone Number: [Your Phone Number]

Date: [Current Date]

Recipient's Name: [Recipient's Name]

Recipient's Title: [Recipient's Title]

Company Name: [Company Name]

Company Address: [Company Address]

Dear [Recipient's Name],

I am writing to request verification of my eligibility for the rebate program offered by [Company Name]. My details are as follows:

- Full Name: [Your Full Name]
- Account Number: [Your Account Number]
- Purchase Date: [Purchase Date]
- Transaction ID: [Transaction ID]

Please let me know if I meet the eligibility criteria and if any additional information is required to process my request.

Thank you for your assistance.

Sincerely,

[Your Name]