Verification Request for Income-Driven Repayment Plan

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email]
[Your Phone Number]

[Loan Servicer's Name] [Loan Servicer's Address] [City, State, Zip Code]

Dear [Loan Servicer's Name],

I hope this letter finds you well. I am writing to formally request verification documentation for my income-driven repayment plan (IDR). My account number is [Your Account Number].

As part of my eligibility for the IDR plan, I need to provide proof of my current income. Therefore, I kindly ask you to send me the necessary forms and instructions required to complete this process.

If you need any additional information or documents from my side, please feel free to reach out to me using the contact details provided above.

Thank you for your assistance in this matter. I look forward to your prompt response.

Sincerely,

[Your Name]