

Title Verification Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to request a verification of the title for financial account [Account Number] held at [Institution Name]. This verification is necessary for [brief explanation of the purpose, e.g., loan processing, account reconciliation, etc.].

Please confirm the following details regarding the account:

- Account holder's name
- Account number
- Account balance
- Date of opening

Sincerely,

[Your Name]

[Your Title/Position if applicable]