

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

Dear [Bank Manager's Name],

Subject: Application for Family Bank Account

I hope this letter finds you well. I am writing to apply for a family bank account with [Bank Name]. As a family, we believe that managing our finances together will help us in achieving our financial goals and budgeting for future needs.

We would like to request the following features for our family account:

- Joint access for all family members
- Online banking capabilities
- No monthly maintenance fees
- Overdraft protection options

Included with this letter are the necessary documents, including proof of identities for all family members, proof of address, and any additional forms required for the application process.

We appreciate your assistance in this matter and look forward to your prompt response. Should you need any additional information or documents, please feel free to reach out to me at [Phone Number] or [Email Address]. Thank you for considering our application.

Sincerely,

[Your Name]

[Signature (if sending a hard copy)]