

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

[Bank Name]
[Bank Address]
[City, State, Zip Code]

Subject: Request for ATM Withdrawal

Dear [Bank Manager's Name],

I am writing to request a withdrawal from my account via ATM.

Account Holder Name: [Your Name]

Account Number: [Your Account Number]

Withdrawal Amount: [Amount]

Please let me know if you require any further information.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]