

[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 Non-Resident Bank Account Opening

I hope this letter finds you well. I am writing to formally apply for a non-resident bank account with [Bank Name]. As a non-resident [Your Country] citizen currently residing in [Current Country], I wish to open an account to facilitate my banking needs in [Your Country].

I have attached the necessary documents, including:

1. A copy of my passport
2. Proof of address in [Current Country]
3. Completed account application form
4. Tax Identification Number (if applicable)
5. [Any other required documents]

I would appreciate your guidance on any further requirements or steps necessary to finalize this process.

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

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]