

[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],

I am writing to formally request the opening of a trust bank account with [Bank Name]. The account will be established to manage the assets for [Trust Name], which has been created for [brief description of trust purpose].

Please find attached the necessary documents, including:

1. A copy of the trust agreement
2. Identification for all trustees
3. Tax identification number for the trust

I would appreciate your guidance on any additional requirements or forms needed to complete this process.

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

Sincerely,

[Your Name]
[Your Title, if applicable]
[Trust Name, if applicable]