

[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 or Customer Service Department],

Subject: Unresolved Bank Deposit Issue

I am writing to bring to your attention an unresolved issue regarding my recent bank deposit. I made a deposit of [amount] on [date] through [method of deposit, e.g., ATM, online transfer, etc.]. However, as of today, [date], the funds have not been credited to my account, [account number].

I kindly request your immediate attention to this matter and would appreciate any information you can provide regarding the status of this deposit. If additional documentation is needed from my side, please let me know, and I will provide it promptly.

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

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]
[Your Account Number (optional)]