

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

Subject: Application for Salary Account Registration

Dear [Bank Manager's Name],

I hope this letter finds you well. I am writing to formally request the registration of a salary account with [Bank Name].

I am currently employed at [Your Company Name] as a [Your Job Title], and my salary is processed through your bank. I would like to open a salary account to manage my finances more effectively.

Please find attached the necessary documents required for the account registration:

- Copy of my identification (Aadhar/Passport/Driving License)
- Salary slips or employment verification letter
- Address proof

I would appreciate your assistance in processing my request at your earliest convenience. Please let me know if any additional information or documentation is required.

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

Sincerely,

[Your Name]

[Signature (if sending a hard copy)]