

[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 am writing to formally request the opening of a non-resident bank account with [Bank Name]. As a non-resident, I am interested in your bank's offerings and believe it would be beneficial for my banking needs. Please find my details below for your consideration:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Nationality: [Your Nationality]
- Passport Number: [Your Passport Number]
- Address in Home Country: [Your Home Country Address]
- Address in [Country of Bank]: [Your Address, if applicable]
- Occupation: [Your Occupation]
- Source of Income: [Your Source of Income]

I understand the necessary documents required for the account setup and am prepared to provide:

1. A valid passport
2. Proof of residence
3. Bank statements from my home bank
4. Any additional documentation as required by your bank

I kindly request you to guide me through the application process and let me know of any further requirements.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]