

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

[Bank Name]
[Branch Address]
[City, State, Zip Code]

Subject: Application for NRE Account Issuance

Dear [Bank Manager's Name],

I hope this letter finds you well. I am writing to formally request the issuance of a Non-Resident External (NRE) account with your esteemed bank.

I am an Indian citizen residing in [Country Name] and wish to open an NRE account to manage my income earned abroad and facilitate seamless transactions in India.

Enclosed with this letter are the necessary documents, including:

1. Copy of my passport
2. Visa/Residence permit
3. Proof of address in [Country Name]
4. Recent passport-sized photographs
5. Income proof (if applicable)

I kindly request you to process my application at your earliest convenience. If you require any further information or documents, please do not hesitate to contact me via the details provided above.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]