

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

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

Subject: Inquiry Regarding NRE Account Status

Dear [Bank Manager's Name],

I hope this letter finds you well. I am writing to inquire about the status of my Non-Resident External (NRE) account held with [Bank Name]. My account number is [Account Number].

I would like to request an update on my account status, including information regarding any recent transactions, account balance, and any issues that may need my attention.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]