

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

To,

The Branch Manager,

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

Subject: Request for NRE Account Opening

Dear Sir/Madam,

I am writing to request the opening of a Non-Resident External (NRE) account with your esteemed bank.

I am currently residing in [Country Name] and would like to maintain my savings and transactions in India. My details are as follows:

- Name: [Your Full Name]
- Date of Birth: [DD/MM/YYYY]
- Nationality: [Your Nationality]
- Passport Number: [Your Passport Number]
- Address in India: [Your Indian Address]
- Address Abroad: [Your Foreign Address]

I have attached all necessary documents, including proof of identity, proof of residence, and any other documentation required for the account opening process.

I would appreciate your assistance in processing my request at the earliest convenience. If you require any further information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]