

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

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

Dear [Bank Manager's Name],

Subject: Request for NRI Account Opening

I hope this letter finds you well. I am writing to request the opening of a Non-Resident Indian (NRI) account with [Bank Name].

I am an Indian citizen currently residing in [Country where you reside] and wish to open an NRI account to manage my financial transactions and investments in India.

Please find the necessary documents attached for your reference:

1. Copy of my passport
2. Visa/Residence permit
3. Proof of address in [Country]
4. Recent passport-sized photographs
5. Any other required forms

I kindly request you to guide me through the account opening process and let me know if any additional information or documents are required.

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

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Name]