

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

UOB Bank

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

Dear Sir/Madam,

Subject: Application for Account Opening

I hope this letter finds you well. I am writing to formally request the opening of a [type of account, e.g., savings account, current account] with UOB Bank.

Please find attached the necessary documents required for the account opening process, including:

1. A copy of my identification (NRIC/Passport)
2. Proof of address (Utility Bill/Lease Agreement)
3. Completed account opening form

I am interested in the features offered by UOB and would appreciate any guidance on the next steps regarding my application.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]