

[Your Bank's Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name or "To Whom It May Concern"],

Subject: Bank Reference Letter for Visa Processing

This is to certify that [Customer's Full Name], holding a bank account with us since [Account Opening Date], is a valued customer of [Bank Name]. Their account number is [Account Number].

As of the date of this letter, [Customer's Full Name] maintains a balance of [Account Balance] in their account. We can confirm that [he/she/they] is in good standing with our bank.

Should you require any further information, please feel free to contact us at [Bank's Contact Number] or [Bank's Email Address].

Sincerely,

[Your Name]

[Your Title]

[Bank Name]

[Bank's Address]

[City, State, Zip Code]

[Bank's Contact Number]

[Bank's Email Address]