

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

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

Subject: Bank Statement Verification Letter

Dear [Bank Manager's Name],

I am writing to request verification of my bank statements for the account referenced below. This verification is needed for [state purpose, e.g., loan application, financial review, etc.].

Account Holder Name: [Your Name]

Account Number: [Your Account Number]

Period of Statements: [Start Date] to [End Date]

I kindly ask that you confirm the accuracy of the statements for the specified period and provide any necessary documentation required.

Thank you for your attention to this matter. Please feel free to reach me at [Your Phone Number] or [Your Email Address] for any further information needed.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]