

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

Subject: Request for Bank Statement for Proof of Income

Dear [Bank Manager's Name],

I hope this letter finds you well. I am writing to request a bank statement for my account, [Your Account Number], for the period of [Start Date] to [End Date]. This statement is required as proof of income for [specific purpose, e.g., loan application, rental agreement, etc.].

Please let me know if you need any additional information or documentation from my side to process this request.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]