

Subject: Request for Bank Statement

Dear [Bank's Customer Service/Specific Contact Name],

I hope this message finds you well. I am writing to request a copy of my bank statement for the account [Your Account Number] for the period of [Start Date] to [End Date].

For verification purposes, my details are as follows:

- Account Holder Name: [Your Full Name]
- Account Number: [Your Account Number]
- Contact Information: [Your Phone Number or Email Address]

Please let me know if you require any additional information or if there are any fees associated with this request.

Thank you for your assistance.

Best regards,

[Your Full Name]

[Your Address]

[Your Phone Number]

[Your Email Address]