

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

[Bank's Name]  
[Bank's Address]  
[City, State, Zip Code]

Dear [Bank Manager's Name],

Subject: Request for Advertisement Code

I hope this letter finds you well. I am writing to formally request the advertisement code for [specific purpose or campaign name] associated with my account [your account number or any relevant details].

This code will be essential for [brief explanation of how you plan to use it, e.g., online advertising, promotional materials, etc.].

I appreciate your assistance and look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Job Title (if applicable)]