

Bank Account Opening Application

Date: _____

To,

The Branch Manager,
[Bank Name]
[Branch Address]
[City, State, Zip Code]

Subject: Application for Opening a Savings/Current Account

Dear Sir/Madam,

I, [Your Full Name], residing at [Your Address], would like to apply for the opening of a [Savings/Current] account with [Bank Name]. My details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Full Address]
- Contact Number: [Your Phone Number]
- Email: [Your Email Address]
- ID Proof: [Type of ID and ID Number]

I have attached the necessary documents required for the account opening process, including proof of identity and address, along with a passport-sized photograph.

I would be grateful if you could process my application at your earliest convenience. Please let me know if you require any additional information.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Full Name]