

Application for Online Banking Account Opening

Date: [Insert Date]

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

Subject: Application for Opening an Online Banking Account

Dear Sir/Madam,

I, [Your Full Name], a resident of [Your Address], would like to apply for an online banking account with [Bank Name]. I am currently a customer with your bank, holding account number [Your Account Number] and would like to avail the benefits of online banking services.

Attached are the necessary documents for your reference:

- Proof of Identity (e.g., copy of ID card/passport)
- Proof of Address (e.g., utility bill, lease agreement)
- Account Opening Form

I assure you that I will adhere to all the terms and conditions of your bank. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further information needed.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Signature (if sending a hard copy)]
[Your Full Name]
[Your Contact Information]