Confirmation Request for Account Establishment Date

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to kindly request confirmation of the establishment date of my account with [Company Name]. I would appreciate your assistance in providing this information at your earliest convenience.

Account details are as follows:

- Account Name: [Your Account Name]
- Account Number: [Your Account Number]

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

Sincerely,

[Your Name]