

# Inquiry About Online Banking Setup

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

To: [Bank Name]

[Bank Address]

[City, State, ZIP Code]

Dear [Bank Manager's Name],

I am writing to inquire about the setup process for online banking services with [Bank Name]. I would like to know the requirements, the estimated time for activation, and any additional information needed for a smooth setup.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]