

Account Balance Confirmation Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Bank or Company's Name]

[Bank or Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request a confirmation of my account balance for [insert account details, e.g., account number, type].

I would appreciate it if you could provide the current balance as of [insert specific date]. Please include any relevant details regarding my account status.

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

Sincerely,

[Your Name]