

Verification of Account Funds

Date: [Insert Date]

[Your Name]
[Your Position]
[Your Company/Organization Name]
[Your Address]
[City, State, Zip Code]

[Recipient's Name]
[Recipient's Position]
[Recipient's Company/Organization Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

This letter is to verify the funds available in the account held under the name [Account Holder's Name] with account number [Account Number] at [Bank Name]. As of [Date], the account balance is [Amount in Currency].

If you require any further information or documentation, please feel free to contact us at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Position]
[Your Company/Organization Name]