

Request for Fixed Rate Account Conversion

Date: [Insert Date]

To,

[Bank's Name]

[Bank's Address]

[City, State, ZIP Code]

Dear [Bank Manager's Name],

I hope this letter finds you well. I am writing to formally request the conversion of my existing account to a fixed rate account.

My account details are as follows:

- Account Holder Name: [Your Name]
- Account Number: [Your Account Number]
- Current Account Type: [Current Account Type]

Given the current interest rate trends, I believe that a fixed rate account would be beneficial in managing my finances more effectively. I would appreciate your assistance in this process.

Please let me know if you require any additional information or documentation from my side to facilitate this request.

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

Sincerely,

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]