Business Account Request for Freelancers

Date: [Insert Date]

To Whom It May Concern,

I am writing to formally request the establishment of a business account under my name. As a freelancer operating in [your industry/niche], I am seeking to streamline my financial management and enhance my professional presence.

My details are as follows:

• Name: [Your Full Name]

• Business Name: [Your Business Name]

• Email: [Your Email Address]

• Phone Number: [Your Phone Number]

• Address: [Your Business Address]

As a freelancer, it is essential for me to separate my personal and professional finances. A business account will provide me with the necessary tools to manage invoices, payments, and expenses more effectively.

Thank you for considering my request. I look forward to your positive response.

Sincerely,

[Your Full Name]

[Your Business Name]