

# Account Statement Access Request

Date: [Insert Date]

To: [Financial Institution's Name]

Address: [Financial Institution's Address]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to request access to my account statements for the purpose of tracking my investments. My account details are as follows:

- Account Holder Name: [Your Name]
- Account Number: [Your Account Number]
- Email Address: [Your Email Address]

Access to these statements will greatly assist in managing my investment portfolio effectively. I would appreciate it if you could provide me with the necessary access details or direct me to the process to obtain my statements.

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

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]