

Account Balance Verification Request

Date: _____

To: **[Bank Name]**

Address: **[Bank Address]**

Dear [Bank Manager's Name],

I am writing to request verification of my account balance for my account number **[Account Number]**. I would like to ensure that my records are consistent with your records.

Please provide me with a confirmation of my current account balance as of **[Date]**. If there are any discrepancies, I would appreciate your assistance in rectifying them.

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

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]