

# Corporate Account Opening Request

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Bank Manager's Name]

[Bank's Name]

[Bank's Address]

[City, State, Zip Code]

Dear [Bank Manager's Name],

I am writing to formally request the opening of a corporate bank account for [Your Company Name]. We are keen to establish a financial relationship with [Bank's Name] to manage our banking operations effectively.

Below are the details required for the account opening:

- **Company Name:** [Your Company Name]
- **Business Type:** [Type of Business]
- **Registration Number:** [Company Registration Number]
- **Tax Identification Number:** [TIN]
- **Business Address:** [Business Address]
- **Contact Person:** [Contact Person's Name]
- **Contact Number:** [Contact Number]

We understand that there may be specific documents required for the application process, and we are prepared to provide any necessary information promptly.

Thank you for considering our request. We look forward to your positive response and hope to establish a mutually beneficial relationship.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]