

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Recipient Name
Recipient Title
Institution Name
Institution Address
City, State, Zip Code

Dear [Recipient Name],

I hope this message finds you well. I am writing to inquire about the interest earned on my savings bonds. I am interested in obtaining more details regarding the current interest rates, as well as any factors that may affect the interest accrued on my bonds.

Additionally, I would appreciate any information regarding the process for calculating the interest earned over time, and whether there are specific resources or tools available to help me track this information.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,
[Your Name]