To Place:

The Manager,  Date:

Bank Name,

Bank address.

Sub: Request for Account statement to file income tax returns.

Dear Sir/Madam,

I am writing this letter regarding my account statement for the period from **10 Oct 2020** to **25 Feb 2021** to file my income tax returns for the financial year **2020-21**.

Here is my bank account details:

Name:  **Eswar Kumar Konuru.**

A/C no: **21564XXXX**

So kindly issue my bank statement for the above mentioned period and I shall be grateful to you.

Thanking you in advance.

Sincerely,

Signature.

Mobile no: