To Place:

The Manager,  Date:

Bank Name,

Bank address.

Sub: Request for last **6** months account statement.

Dear Sir/Madam,

I, **Sunitha Kumari**, have a savings bank account in your bank with A/C no **9123456XXX**.

I have been recently got an opportunity to study in **USA**, in  \_\_\_\_\_\_\_\_ institute, where they provide scholarship facilities to the students.

For that I need to submit my recent 6 months bank statement,

so kindly issue my bank statement physical copy or send it to my email id **sunithaxyz123@gmail.com**.

I will be grateful to you.

Thanking you in advance.

Sincerely,

Signature.