

documents for verification purposes.

Should you require any further information or documentation, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your prompt attention to this matter. I appreciate your assistance in ensuring the smooth management of my bank account.

Sincerely,

[Your Signature]

[Your Full Name]

[Account Holder's Signature if mailing a physical copy]

Enclosures:

- 1. Copy of Account Holder's Identification Documents
- 2. Copy of Authorized Person's Identification Documents (if available)