

# Corporate Account Balance Letter

Subject: Corporate Account Balance Confirmation

Dear [Bank Officer Name],

We kindly request a formal confirmation of the current balance in our corporate account [Account Number] at [Bank Name] as of [Date]. This confirmation will be used for internal reporting and compliance purposes.

Please provide the confirmation on your official letterhead.

Thank you for your assistance.

Sincerely,

[Authorized Signatory]

[Company Name]

[Contact Information]

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