Bank Balance Confirmation Letter with Multiple Accounts

Subject: Request for Account Balances
Dear [Bank Manager Name],
Please provide a formal confirmation of balances for the following accounts held with [Bank Name]
as of [Date]:
1. Account Number [XXXXXX]
2. Account Number [XXXXXX]
3. Account Number [XXXXXX]
Kindly issue the confirmation on official letterhead for our records.
Thank you for your assistance.
Sincerely,
[Your Name]
[Position]
[Company Name]
[Date]
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