

Account detail error complaint

Subject: Complaint Regarding Incorrect Account Information

Dear Bank Manager,

I recently noticed that my account details have been incorrectly recorded, specifically [describe error, e.g., wrong contact information, incorrect linked card]. Despite informing the bank previously, the issue has not been resolved.

Such errors can cause serious problems and must be corrected urgently. I request that my details be updated accurately and confirmed in writing.

I look forward to a prompt response and resolution of this matter.

Sincerely,

[Your Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/complaint-letter-to-bank-manager>