

Bank Statement Request Letter

From,
Rebecca Chambers
813 5982 Sit Ave
Liberal Vermont 51324
(455) 430-0989

13-02-2019

To,
Sheila Mcintosh
360 4407 Et Rd.
Santa Monica FL 30309

Subject: (_____)

Subject:

Dear Sir,

I am Matthew Gary, who has an account in New Jersey West Branch for six years. My account number is 10891089. Till last January my passbook was well updated and I do keep an account of all my transactions.

But after January, I went for a holiday and missed some of my transactions to update, which I need to take into account for my personal records.

Thus I will request you to generate a bank account statement of last months transactions and update my passbook accordingly.

I am sure it will not trouble you much. I will be waiting for your update.

Your Sincerely,
(Signature)
Rebecca Chambers

