

# Bank Name

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Branch name and full address,  
telephone

**Reference Letter for** \_\_\_\_\_  
(full name)

Date: \_\_\_\_\_

To: \_\_\_\_\_  
(full name)  
\_\_\_\_\_  
(address)

*This is to certify that*

*(Full name), residing at (address) maintains business relationships with our bank since (date) and his/her account(s) has been conducted satisfactory so far.*

*This information is provided to you in strict confidence and without any responsibilities on the part of the Bank.*

\_\_\_\_\_  
(Signature, Seal) (Name of the bank officer)