

YOURS TRULY BANK

**Sample Bank Officers
Letter**

June 20, 2007

Palmetto GBA
2300 Springdale Drive, Building One
Camden, SC 29020
Mail Code: AG-331

Dear Sir or Madam:

Account Holder Name: XYZ Corporation

Account Number: 123456789

Account Balance: \$ 30,000

Is there a lien on this account? Yes or No

Is there a line of credit associated with the above account? Yes or No

Sincerely,

Janie Doe
Branch Manager