



Request for Balance Certificate

Branch

Date:

Dear Sir/Ma'am,

I/We humbly request you to prepare a Balance Confirmation Certificate of my/our account maintained at your good bank according to the following information:

Account Number:

Account Name:

Full Address:

Balance as on Date Requested Foreign Currency

Purpose of Balance Certificate

I/We hereby authorize the Bank to debit my/our account mentioned above for the necessary charges as per the Bank's Standard Tariff and charges. I/We hereby request you to provide Balance Confirmation Certificate to our Agent mention below.

Authorized Signature(s)
Stamp (if applicable)

Signature of A/C Holder's Agent
Name: _____

I/We have received the Balance Confirmation Certificate as requested above.

Receiver's Signature

For Bank's Use Only

Reference Number

Applied Forex Rate

Date

Issued By

Verified By