

[Your Name]
[Your Current Overseas Address]
[City, Country, Postcode]
[Email Address]
[Phone Number]

[Date]

[Bank Name]
[Branch Address]
[City, Postcode]
[Country]

Subject: Application to Open a Non-Resident Joint Savings Account

Dear Branch Manager,

I am writing to formally request the opening of a new Non-Resident Joint Savings Account at your bank. The account is to be held jointly by:

1. [Primary Applicant Full Name] (Nationality: [Country])
2. [Secondary Applicant Full Name] (Nationality: [Country])

The purpose of this account is to [state reason, e.g., manage personal savings, cover travel expenses, or manage investments] within your country. We have chosen your bank due to its reputation and the specific services offered to international clients.

Please find enclosed the following required documents for both applicants:

- Certified copies of our valid Passports.
- Proof of overseas residential addresses (Utility bills/Bank statements).
- Tax Identification Numbers (TIN) from our country of residence.
- [List any other required documents, e.g., Reference letters].

Regarding the account operation, we request that the signing authority be set as "[Either to Sign / Both to Sign jointly]".

Please let us know if there are any further forms to sign or additional information required to finalize this application. We look forward to your positive response.

Yours faithfully,

[Signature of Primary Applicant]
[Printed Name of Primary Applicant]

[Signature of Secondary Applicant]
[Printed Name of Secondary Applicant]