

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email Address]

[Date]

[Bank Manager's Name]
[Bank Name]
[Branch Address]

Subject: Inquiry and Application for Student Checking Account

Dear [Bank Manager Name/Branch Manager],

I am writing to inquire about opening a student checking account at your branch. I am currently enrolled as a student at [Name of School/University] and would like to utilize the banking services you offer for students.

Could you please provide information regarding the specific requirements for this account? I would specifically like to know about:

- Minimum balance requirements.
- Monthly maintenance fees or student waivers.
- Required documentation (ID, proof of enrollment, etc.).
- ATM and debit card features.

I have attached copies of my student identification and government-issued ID for your initial review. I would like to schedule an appointment or visit your branch to finalize the application process.

Thank you for your time and assistance. I look forward to hearing from you soon.

Sincerely,

[Your Signature]

[Your Printed Name]