

[Company Letterhead/Logo]

[Date]

[Financial Institution Name]
[Compliance Department Address]
[City, State, Zip Code]

Subject: Corporate KYC Verification for [Entity Name]

To Whom It May Concern,

This letter is provided in response to your request for Know Your Customer (KYC) documentation for the purpose of [opening/maintaining] a corporate account for **[Entity Name]**.

We hereby confirm the following entity details:

- **Full Legal Name:** [Legal Name of Entity]
- **Registration Number:** [Registration/Tax ID Number]
- **Date of Incorporation:** [Date]
- **Country of Incorporation:** [Country]
- **Registered Office Address:** [Physical Address]
- **Nature of Business:** [Brief Description of Business Activities]

Attached to this letter, please find the required supporting documentation:

- Certificate of Incorporation
- Articles of Association / Bylaws
- Certificate of Good Standing
- Register of Directors and Officers
- Ultimate Beneficial Ownership (UBO) Declaration
- Authorized Signatory List with Specimen Signatures
- Government-issued ID copies for Authorized Signatories

I, the undersigned, certify that the information provided is true and accurate to the best of my knowledge. We undertake to notify your institution of any material changes to our corporate structure or ownership.

Should you require any further information, please contact [Contact Person Name] at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Printed Name]

[Job Title/Position]
[Company Name]