

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

Welcome to [Bank Name] Private Banking. It is a pleasure to confirm the opening of your new Private Banking Checking Account, account ending in [Last 4 Digits].

As a Private Banking client, you now have access to a dedicated suite of services designed to meet your sophisticated financial needs. Your account includes features such as higher transaction limits, waived service fees, and preferential rates on related products.

Your dedicated Private Banker is [Banker Name]. They will serve as your primary point of contact for all your banking requirements. You may reach them directly at [Phone Number] or via email at [Email Address].

Enclosed you will find your new debit card and information regarding our secure online banking portal. Please follow the instructions provided to activate your digital access and customize your account settings.

Thank you for choosing [Bank Name]. We look forward to building a lasting and successful relationship with you.

Sincerely,

[Signature]

[Name of Executive/Banker]

[Title]

[Bank Name]