

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email]

[Date]

[Bank Name]
[Bank Branch Address]
[City, State, Zip Code]

Subject: Reference to Active Deposit Account Number: [Your Account Number]

To Whom It May Concern,

I am writing to formally provide a reference regarding my active deposit account held with [Bank Name].

Please find the account details below for your records and verification:

- **Account Holder Name:** [Your Full Name]
- **Account Number:** [Your Account Number]
- **Account Type:** [e.g., Savings / Checking]
- **Account Status:** Active
- **Date Account Opened:** [Date, if known]

This account is currently in good standing. Should you require any further documentation or verification regarding this deposit account, please do not hesitate to contact me directly at [Your Phone Number].

Thank you for your assistance.

Sincerely,

[Your Signature]

[Your Printed Name]