

[Date]

[Inquirer Name]

[Inquirer Address]

[City, State, Zip Code]

RE: Account Inquiry for [Deceased Depositor Name]

Dear [Inquirer Name],

We have received your request for information regarding the accounts held by the late [Deceased Depositor Name].

Please be advised that under our privacy policies and applicable banking regulations, we are unable to disclose account details or provide documentation to unauthorized parties. To process your request, we require legal proof of your authority to act on behalf of the deceased's estate.

Before any information can be released, please provide the following documentation:

- A certified copy of the Death Certificate.
- Letters Testamentary or Letters of Administration issued by the Probate Court.
- Valid government-issued photo identification for yourself.

Until such documentation is received and verified by our legal department, the account information remains confidential and the inquiry is denied.

If you have any questions regarding the required documentation, please contact our estate department at [Phone Number].

Sincerely,

[Your Name/Signature]

[Your Title]

[Bank Name]