

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

[Applicant Name]
[Applicant Address]
[City, State, Zip Code]

Subject: Notice of Decision Regarding Account Application

Dear [Applicant Name],

Thank you for your recent application for a retail banking account with [Bank Name]. After reviewing your application and the information provided, we regret to inform you that we are unable to open an account for you at this time.

Our decision was based, in part, on discrepancies identified during our standard verification process. Specifically, the following information could not be verified or contained inconsistencies:

- [Specify Discrepancy, e.g., Residential Address]
- [Specify Discrepancy, e.g., Identification Document Details]
- [Specify Discrepancy, e.g., Employment/Income Information]

Our decision was also based in whole or in part on information obtained from a consumer reporting agency. The agency did not make the decision to deny your application and is unable to provide you with the specific reasons for our decision.

Consumer Reporting Agency Information:

[Agency Name]
[Agency Address]
[Agency Phone Number]

You have the right under the Fair Credit Reporting Act to obtain a free copy of your report from the agency listed above if you request it within 60 days of receiving this notice. You also have the right to dispute the accuracy or completeness of any information in the report.

If you believe there has been an error or if you can provide additional documentation to resolve these discrepancies, please visit your local branch or contact our customer service department at [Phone Number].

Sincerely,

[Name/Department]
[Bank Name]