

[Date]

[Customer Name]

[Customer Address]

[City, State, Zip Code]

Subject: Request for Information Regarding Source of Wealth and Source of Funds

Dear [Customer Name],

As part of our ongoing commitment to regulatory compliance and to ensure the security of your account, [Institution Name] is required to maintain up-to-date information regarding our clients' financial profiles.

To comply with Anti-Money Laundering (AML) and "Know Your Customer" (KYC) regulations, we kindly request that you provide information and supporting documentation regarding your Source of Wealth and Source of Funds.

1. Source of Wealth: Please describe how your total net worth was accumulated over time (e.g., inheritance, business profits, investments, or long-term employment).

2. Source of Funds: Please identify the specific origin of the funds involved in your recent transaction(s) or those currently held in your account (e.g., salary, sale of property, or dividends).

Supporting Documentation:

To assist us in verifying this information, please provide copies of one or more of the following:

- Recent payslips or employment contracts
- Certified audited financial statements (for business owners)
- Property sale agreements or land registry records
- Investment statements or certificates
- Legal documents regarding inheritance or gifts

Please submit these documents by [Deadline Date] via [Submission Method, e.g., Secure Portal/Email/Post].

The information provided will be treated with the strictest confidentiality and will only be used for regulatory compliance purposes. We appreciate your cooperation in helping us maintain a safe banking environment.

If you have any questions, please contact our compliance department at [Phone Number] or [Email Address].

Sincerely,

[Name of Sender]
[Job Title]
[Institution Name]