

Date: 10-03-2022

Branch Manager
{{employee:bank_name}}
{{employee:bank_address}}

STAFF ACCOUNT OPENING REQUEST

We certify that the below mentioned person is our employee. We request you to open a salary account with your branch. Details of the employee are mentioned below and this letter has been issued for the purpose of opening a salary account, not for any other reason.

Employee Name	Father's Name	Salary	CNIC No.	Residential Address
{{employee:full_name}}	{{employee:father_name}}	Rs. {{employee:gross_salary}}/ -	{{employee:cnic}}	{{employee:address_justified}}

Your co-operation will be highly appreciated.

Regards,

HR Department
{{division:name}}