



# Sukalpa Tech Solutions Pvt. Ltd.

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Date: 2025-06-21

## Request for Opening Savings Bank Account for Employee

To  
Address:  
sdc

Subject: Request for Opening Savings Bank Account for Employee

Dear Sir/Madam,

This is to confirm that Mrs asdf is a permanent employee of our organization. He has been newly appointed, and his date of joining is 22-Jun-2025. He is currently designated as **asd**.

We kindly request you to open a Savings Bank (SB) account in his name with your esteemed bank. The following are the employee's details for your reference:

Employee Details:

**Employee Name:** azsxd

**Date:** 14-Jun-2025

**Residential Address:** asxd

**Employee ID:** asxd

**Contact:** sxdf

Please submit these details by 2025-06-21 to ensure timely processing.

Thank you for your cooperation.

Regards,

Yours sincerely,

sxdc