



Sukalpa Tech Solutions Pvt. Ltd.

Let us join to support you deserve

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