



Sukalpa Tech Solutions Pvt. Ltd.

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Date: 2025-06-28

Request for Opening Savings Bank Account for Employee

To:
Miss dcfvg
Address:
sd

sxdcf, 2025-06-28

To, The Branch Manager HDFC Bank – Main Branch sxdcf

Subject: Request for Opening Savings Bank Account for Employee

Dear Sir/Madam,

This is to confirm that Miss dcfvg is a permanent employee of our organization. They joined our organization on 29-Jun-2025 and are currently designated as sdf.

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

Employee Details:

We assure you that this request is made for official purposes, and we would appreciate your prompt assistance in processing the account opening.

Thank you for your support.

Best Regards, [Signature]

Yours sincerely,

Your Name, Designation