To,
The Branch Manager,
XXX Bank [Bank Name]
XXX Branch [Branch Name]
XXX Address [Bank Address ]
Sub: Cheque Book Request Letter
Respected Sir/Madam,
I wish to illuminate you that I have an investment account on your \_\_\_\_\_\_\_\_\_\_\_ [Bank Name] of \_\_\_\_\_\_\_\_\_\_\_\_ [Branch Name]. I wish to pay my customers with a money order gave against my record. In this way benevolently issue me a cheque book of 100 leaves.
I have given my ledger subtleties beneath for your ref.
Account Holder Name:\_\_\_\_\_\_\_\_\_\_\_ [Your Name]
Account Number: \_\_\_\_\_\_\_\_\_\_\_ [Your Account Number]
Bank Branch: \_\_\_\_\_\_\_\_\_\_\_ [Branch Name]
Thanking you.
[Your Name]
[Contacy Number]