

Date :

To : Sumitomo Mitsui Banking Corporation - Singapore Branch  
88 Market Street #33-01 CapitaSpring  
Singapore 048948

Dear Sir/ Madam,

**RE: Request for Bank Statement**

We hereby request for the Bank Statement for the months of \_\_\_\_\_ to \_\_\_\_\_ for the account no. \_\_\_\_\_ - (\_\_\_\_\_).

Please debit the Bank Charges from our account no. \_\_\_\_\_ - (\_\_\_\_\_).

Please arrange for the Bank Statements to be sent to the mailing address registered with the Bank.

Thank you.

Sincerely,

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Authorised Signature(s) & Company Stamp