

(ON COMPANY LETTERHEAD)

Date : **Date of issuance of letter**

To:

The Branch Manager  
Commercial Bank of Maldives

**Sub : New saving account opening request.**

Dear Sir/Madam

We hereby confirm that **(Employee full name as per passport)** is working with us since **(date of Joining)** and his/her details are provided below:

Full Name : **(Full Name)**  
Passport No. : **(Passport number)**  
WP No. : **(Work permit WP number)**  
Salary : **(Please specify currency )**  
Residential address : **( )**  
Permanent address : **( )**  
Designation : **( )**

In the submission of above detail, we request to open MVR/USD account for the applicant.

Yours faithfully

(Signature of HR Official and Company Stamp)

(Name)  
Human Resource Manager / HR Official

**\*Kindly update the fields marked in Yellow Color**