TO

**[Receiver Name]**

**[Receiver Title]**

**ADDRESS:**  **[Receiver Address]**

**EMAIL:** **[Email Address]**

**PHONE:** **[Home Phone]**

FROM

**[Sender Name]**

**[Sender Title]**

**Sub:** Proof of Fund Letter

Dear **[Name],**

**[Bank Name]**

**[Bank Address]**

**[Bank Phone Number]**

This letter and the attached documents are to certify that  **[Buyer Name]**  has been a customer of our institution since **[Year]**,and remains in good standing.

**[Buyer name]** has a total combined cash balance of **[Dollar Amount]** in accounts at our bank.

We have attached copies of statements for each account belonging to **[Buyer Name].**

If you require further verification or have any questions, please contact us at **[Phone Number]**  or **[Email Address]**.

Sincerely

**[Name]**