

FM-NAO06-02EN

....., Date:...../...../.....

Request Letter

Attn: Banque Pour Le Commerce Exterieur Lao Public
Subject: Request for Bank Statement

I would like to request for Bank Statement with the following details:

I. Customer's details: Name and Surname:.....
Occupation:..... Tel:..... Current address:.....
District:..... Province:..... ID card, Family book, Passport
Number:..... Issue date:...../...../..... Issued by:.....

II. Account information:

No.	Account Number	Account Name	Fee	
			Cash	Debit from account
1			<input type="checkbox"/>	<input type="checkbox"/>
2			<input type="checkbox"/>	<input type="checkbox"/>
3			<input type="checkbox"/>	<input type="checkbox"/>
4			<input type="checkbox"/>	<input type="checkbox"/>

III. Language: Lao:.....set English:.....set

IV. Request For Bank Statement: ❶ From Date:...../...../..... To Date:...../...../.....
❷ Year:.....

➤ **Bank Statement Received: (BCEL Staff only)**

January February March April May June
 July August September October November December

In case of Authorization

I authorize Mr./Ms. (Name and surname):.....

ID card, Family book, Passport Number:..... Tel:.....

To get the Bank Statement on my behalf, and if there is any problem as a result of this authorization, I will take full responsibility in accordance with regulations and laws.

Therefore, please kindly consider the above request.

BCEL Authorized Officer	BCEL officer	Customer's Signature with Stamp (if yes)
Full name..... Date.....	Full name..... Date.....	Full name..... Date.....

Remark: - BCEL will not change for the bank statement of the previous month.
- In Case of Authorization, ID cards or Family books or Passports of both the recipient and the Authorizer will be required.