Date:

To

Head of Foreign Remittance Department

Bank Asia Limited

Corporate Office

Rangs Tower, 68 Purana Paltan

Dhaka – 1000

**Subject: Request for Remittance Certificate**

Dear Sir/Madam,   
  
I, the undersigned, would like to request you to issue a remittance certificate in favor of me for the purpose of **Income Tax Return**.

PFA of the transactions/remittances list (Bank Statement) that I have received during the period of **01-07-YYYY** to **30-06-YYYY** through your good bank via Payoneer Inc.

My account details are as under:

Bank name: **Name of the bank**

Branch name: **Branch Name**

Account no.: **XXXXXXXXXX**

Your cooperation in this regard will be highly appreciated.

Thanking you,

Yours Truly,

(Sign here)

Signature of the authorized person

Name of the Authorized person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NID/Mobile No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attested by Applicant or A/C holder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_

Name: **Your Name Here**

Mobile: **Your Phone Number Here**

Email: **Your Email Address Here**