

**SAMPLE BANK LETTER**

**MUST BE AN OFFICIAL BANK LETTER**

**(DATE)**

Daytona State College  
International Admissions Office  
1200 W. International Speedway Blvd.  
Daytona Beach, FL 32114

Re: **(STUDENT'S NAME), (PASSPORT NUMBER)**

Dear Sir/Madam,

I certify that **(NAME OF SPONSOR)** has the minimum equivalent of **\$(AMOUNT) USD** on deposit with our institution.

**(NAME OF SPONSOR)** has had accounts with our bank since **(DATE)** and has maintained their accounts in good standing. This account currently has a minimum balance equivalent to **\$(AMOUNT) USD** in a:

- Checking
- Savings
- Certificate of Deposit

**(NAME OF SPONSOR)** will be providing tuition and living expenses for **(STUDENT'S NAME)** while their **(RELATIONSHIP)** is attending Daytona State College, in the amount of **\$(AMOUNT) USD** annually.

Sincerely yours,

**(OFFICIAL BANK SIGNATURE)**

**(NAME AND TITLE)**

**(OFFICIAL SEAL OF BANK)**