Place:

Date:

**To Whomsoever It May Concern**

This is to certify that Mr./Ms. **Srinivas Battina** was appointed as a **Sales Manager** in the department of **Marketing** in our company W.E.F **01 Nov 2022**.

This letter is issued with the purpose to open a bank account.

For the “**Company Name**”,

Authorized Signatory.