

**SAMPLE BANK LETTER**

*Your Bank's Letterhead*

---

Your Bank  
Address  
City and Country

Date (*the date must be within the last 6 months*)

Summer Scholars Program  
University of Miami  
5050 Brunson Drive, Allen Hall 111  
Coral Gables, Florida 33146  
USA  
RE: (*student's name*)

To Whom It May Concern:

At the request of our esteemed client, (*name of person providing financial support to student*), whose daughter/son (*student's name*) is applying to the Summer Scholars Program at the University of Miami, we are pleased to confirm the following:

(*Person providing support*) has had a banking relationship with us to our entire satisfaction since (*year*). We believe he can comfortably afford the US \$8,000 in living expenses that his daughter/son may incur while studying at your institution.

Should you require additional information, please do not hesitate to contact the undersigned.

Yours truly,

(*signed by bank officer*)  
Vice President