

[Date]

To whom it may concern:

This is to certify that the following bank details are true and correct:

Account Name:	
Home Address:	
Bank Name:	
Bank Branch:	
Account Number:	

Note: Please observe the format given – Font size 16 and should be computerized.
Attach photocopy of passbook/atm with account number.

DISCLAIMER

By proceeding with this transaction, you confirm that all information provided are correct and acknowledging the following:

- Please ensure that account details are correct. Transactions may be rejected by the receiving institution if account name and/or account number do not match their records.
- Please note that crediting to the account is subject to the processing of the receiving financial institution.

Certified by:

Signature over printed name
Account Holder

Endorsed by:

NTTCHP College Secretary

Noted by:

NTTCHP College Dean