

Rodi De Grasse  
1 Apple Street  
REDFERN NSW 2016

11 July 20XX

Deceased Estates  
Commonwealth Bank of Australia  
PO Box 334  
SILVERWATER NSW 2128

Dear Sir/Madam,

**RE: Estate of the late Isabella ROSE**

I am the executor of the estate of the late Isabella Rose. I am writing to inform you that my sister, Mrs Isabella Rose of 6 Example Street, Redfern NSW 2016, passed away on 21 June 20XX. I have attached a copy of her Death Certificate and will. I understand that my sister held accounts with Commonwealth Bank of Australia and may have held a credit card. One of the account numbers I have located is:

Account No. 1XX-4XX-78  
Savings account

Please advise of any documents you hold, records or other accounts you may have in my sister's name and your requirements to close these accounts.

My address for correspondence is:

Rodi De Grasse  
1 Apple Street  
REDFERN NSW 2016

If you have any questions, you may contact me on 02 9100 xxxx.

Yours faithfully,

**R De Grasse**

Rodi De Grasse