

## ACCOUNT TRANSFER REQUEST

To,  
The Branch Manager  
Bank of America

From: Name: [REDACTED]  
Address: [REDACTED], DC 20520  
Phone No.: 111-111-1111

Madam/ Dear Sir,

Request for my /our SB/RD/Term Deposit Account Transfer  
A/c No. GL28 0219 2024 5014 48  
From (Branch Name- Code) to (Branch Name- Code)

1. I hold the above account/accounts with branch code: BOFAUS3N.
2. I request you to transfer the captioned account. The new address proof is enclosed/ shall be provided within 6 months at the transferee branch.
3. I request you to transfer the CIF.
4. I understand that if CIF is not transferred, my Home Branch will continue to remain the same.

Please arrange accordingly.

Yours faithfully,



[REDACTED]  
Dated: 11th Jan, 2018