

REQUEST FOR CLOSURE OF ACCOUNT

Place:

Date:

To:

The Branch Manager
KCG Nidhi Ltd
_____Branch

Subject- Request for closure of account: _____

Dear Sir/Madam,

I/We am/are having the SB_____account with your branch in name of _____.

I/We request you to close the above deposit account for the following reason/s. a)

Shifting to other place.

b) Other Reason, Please Mentioned

Also I enclose the pass book for same.

The Balance amount may be paid to me/us after deduction of Account Closure charges of Rs.250/-

a) By cash

b) By Demand draft in my name /in the name of _____(one of the joint Depositor)

c) By credit of my/our account No. _____with your _____branch

d) By NEFT/RTGS to Account Number _____Favoring _____
with _____Bank _____Branch IFSC Code No _____

Yours faithfully,

(Customer Signature)

