

To,

Ref.

The Managing Director
Apex Investments Limited
House # 06, (4rd floor), Road # 137, Block # SE (D),
Gulshan-1, Dhaka-1212.

Subject: Change in the ☐ Name ☐ Address ☐ Phone ☐ Email ☐ Bank ☐ Signature field.

Dear Sir,

I am maintaining account with your firm. Due to personal reason I would like to Change of my ☐ Name ☐ Address ☐ Phone ☐ Email ☐ Bank ☐ Signature field.

Correction On	Old Particulars	Corrected Particulars
Name Field:		
Address:		
Phone :		
E-mail:		

Bank:	Name:		
	Branch:		
	Routing:		
	A/C No:		

ADD TIN and NID:	TIN	NID
Signature Field:		

Change of Reason :

Trading Account : BO Account # 12020200

Please take necessary steps to Change of my Name/ Address/ Phone /Email/ Bank/ Signature field.

Thanking you.

Yours faithfully,

Signature:

Name :

Date :

Note (if any):

For Office use only:

Checker

Maker