

Branch _____

From _____

To
The Manager
The Co operative Bank of Rajkot Ltd

Date : _____

Dear Sir ,

Re. Request for transfer of Account

With reference to above I/we am/are having above account with your Branch. I/we have shifted our residence/business to following place . I/We request you to transfer my/our above account to your following branch. I/we are submitting herewith all KYC documents as per RBI guideline (if not given at the time of opening of account) . Kindly transfer the same at earliest.

Transferred to (Branch Name) _____ **FB/MM No.** _____

Name of the Account as per Bank record _____

Type of Account _____ **A/c No** _____ **A/C Opened on** _____

Average Balance Rs. _____ **Balance O/S Rs.** _____
(As on Date)

KYC Fulfilled YES / NO **PAN** _____

Yours faithfully,

(Signature of all Account Holder / Partner as per Bank record)

===== **For Branch Use Only** =====

To,
The Manager , _____ Branch

As per request received from above customer . As per KYC guideline all KYC procedure are fulfilled at our end. We are sending herewith original account opening form along with KYC documents . Kindly do needful in this regards.

Date : _____

(Authorised Signatory with sign No.)

Encl : As Above

Name : _____

Sending Branch _____