

Request Letter for Transfer of Account to Other Branch

The Branch Manager,
State Bank of India,
_____ Branch

Dear Sir,

TRANSFER OF SB/ CA/ RD/ STDR/ PPF/ SCSS ACCOUNT

With due respect I/ we humbly state that I/ we am/ are maintaining following SB/ CA/ RD/ STDR/ PPF/ SCSS accounts with your branch.

SR. NO.	TYPE OF ACCOUNT	ACCOUNT NUMBER	FAVOURING
1.			
2.			
3.			
4.			

I/ we request you to kindly arrange to transfer the said accounts to your _____
_____ branch (code : _____) and oblige.

Thanking you in anticipation,

Yours faithfully,

(_____) (_____) Date : _____
Mobile No. :
Address : _____

For Office Use

Signature Verified and
Transfer of accounts allowed

Home Branch changed to _____

Authorised Bank Official

Date:

Sample form for transfer of accounts, printed from www.thebankingbible.com

SWO / SA / SSA/ Other Official

Date: