

To,  
The Secretary,  
SBI Supervising Staff Co-operative Credit Society Ltd,  
J, C, Road, Patna,

Dear Sir,

**PAYMENT OF DEPOSITS AMOUNT**

PF INDEX NO:- .....

With reference to above, I have retired from the Bank's service as at the close of business on ..... From ..... Branch (Code - .....). I shall be glad if you please close all the deposit accounts held with you and arrange to pay the amount along with interest thereon by credit to my bank account no .....

Please also arrange to pay the amount related to share certificates issued to me. The said certificates are not readily available at this stage. But I undertake that in case of any loss in this regard, I shall remain liable for payment

Name : .....

PF Index No : .....

Date of retirement : .....

Account No in which amount of to be credit : .....

Membership No : .....

Mobile No : .....

Address : .....

Yours faithfully

(Signature)

Name: