



Date:

M/s Kamana Sewa Bikas Bank Ltd

.....Branch

Sub: Request for Account Closing & Change

Please close my /our account details are as follows:-

Name:

Account No.

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Address:

All unused cheque are returned: - Yes.....No..... (Fromto.....)

ATM card returned: - Yes.....No.....

If no, reason: -

Please provide cash or cheque

Reason for Account closing:-.....

Thanking you for your kind co-operations,

.....
Authorized Signature of account Holder

For Bank's Use Only

We confirmed that a/c holders have no liability with confirm our dept:-

Department	Status	Reason for Objection	Signature of Dept.
Customer Service	Yes..... No.....		
Card & Remittance	Yes..... No.....		
Account & Operation	Yes.....No.....		
Credit & Guarantees	Yes.....No.....		

Balance of Account	
Accrued Interest	
TDS..... %	
Charge Amount if any	
Amount to be paid/ Transfer	

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Approved by