



Date :

To
The Operation and Treasury Department
Kamana Sewa Bikas Bank Limited
..... Branch

Subject : Request to stop/cancel cheque

Dear Sir/Madam

I/We would like to draw your kind attention to the aforesaid subject that the below mentioned cheque has been lost. So, you are requested to stop/cancel the cheque. Thanking you in anticipation of your kind, co-operation. Details of the account is given below:

Signature :

Cheque Nos. :

Name :

Charge :

Account No. :

FOR BANK'S USE ONLY

Application received & verified by:

Approved by:

Name :

Name :

Signature :

Signature :

Date :

Date :