

Date: [Insert Date]

To,
The Branch Manager,
[Bank Name],
[Branch Address]

Subject: Request to update nomination for Joint Account No: [Account Number]

Dear Sir/Madam,

We, the undersigned, are the joint holders of the Savings/Current account mentioned below:

Account Number: [Your Account Number]

Account Holders: [Name of Holder 1] & [Name of Holder 2]

We wish to update/change the nomination details for this account. Please find the details of the new nominee below:

- Nominee Name: [Full Name of Nominee]
- Relationship to Account Holders: [e.g., Son, Daughter, Spouse]
- Address: [Nominee's Full Address]
- Date of Birth (if minor): [Date of Birth]
- Guardian Name (if nominee is minor): [Guardian Name]

We request you to cancel any previous nominations and register the above-mentioned person as the sole nominee for this account. Please provide an acknowledgment or an updated account statement reflecting this change.

Thank you.

Yours faithfully,

[Signature of First Holder]
[Name of First Holder]

[Signature of Second Holder]
[Name of Second Holder]

Contact Number: [Your Phone Number]