

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

Date: [Insert Date]

Subject: Request for Addition of Nominee for Savings Account No: [Your Account Number]

Dear Sir/Madam,

I am a savings account holder in your branch under the account number mentioned above. I would like to add a nominee to my account for the purpose of succession.

The details of the nominee are as follows:

- **Nominee Name:** [Full Name of Nominee]
- **Relationship with Account Holder:** [e.g., Spouse, Child, Parent]
- **Nominee Address:** [Full Address of Nominee]
- **Nominee Date of Birth:** [DOB if nominee is a minor]
- **Guardian Name (if nominee is a minor):** [Guardian Name]

I have attached a self-attested copy of my identity proof and the nominee's identity proof for your records. Kindly update your records and provide an acknowledgment for the same.

Thank you.

Yours faithfully,

(Signature)
[Your Full Name]
[Your Phone Number]
[Your Email Address]