

Date: [Insert Date]

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

Subject: Declaration and Request for Transfer of Unclaimed Deposit

Dear Sir/Madam,

I, [Your Full Name], residing at [Your Current Address], hold an account/deposit with your branch which has been classified as unclaimed/inoperative.

Account Details:

- Account/FD Number: [Insert Number]
- Account Type: [Savings / Current / Fixed Deposit]
- Customer ID: [Insert ID if known]

I hereby declare that I am the legal and rightful owner of the aforementioned deposit. The account remained inactive due to [State Reason, e.g., change of residence / oversight]. I wish to reactivate my claim and request you to transfer the funds, including any applicable interest, to my active account as detailed below:

- Active Bank Name: [Insert Bank Name]
- Active Account Number: [Insert Account Number]
- IFSC/Routing Code: [Insert Code]

I have enclosed the following documents for verification:

- Copy of PAN Card / Tax ID
- Copy of Address Proof (Aadhar/Utility Bill/Passport)
- Original Passbook / Deposit Receipt (if available)
- Recent Photograph

I solemnly affirm that the information provided above is true to the best of my knowledge. Please process the transfer at the earliest.

Yours faithfully,

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