

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

Date: [Insert Date]

**Subject: Request for premature withdrawal of Fixed Deposit for property purchase.**

Dear Sir/Madam,

I hold a Fixed Deposit account with your branch under the following details:

- **FD Receipt Number:** [Insert FD Number]
- **FD Amount:** [Insert Amount]
- **Maturity Date:** [Insert Original Maturity Date]

I am writing to request the premature withdrawal of the aforementioned Fixed Deposit. I require these funds urgently to complete the payment for a property purchase. I am aware that premature withdrawal may attract a penalty as per bank norms.

Please credit the principal amount and the accrued interest (after applicable deductions) to my Savings Bank Account linked with your branch:

- **Account Holder Name:** [Your Full Name]
- **Account Number:** [Your Savings Account Number]

I have attached a copy of my FD receipt and my identity proof for your reference. Kindly process this request at the earliest.

Thank you.

Sincerely,

[Your Signature]

[Your Full Name]  
[Your Phone Number]  
[Your Address]