

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

Date: [Current Date]

Subject: Request for premature withdrawal of Fixed Deposit Account No: [FD Account Number]

Dear Sir/Madam,

I am writing to request the premature withdrawal of my Fixed Deposit, held under Account Number [Enter FD Account Number], which was originally scheduled to mature on [Maturity Date].

Due to an urgent and unforeseen financial requirement, I need to liquidate this deposit immediately. I understand that a penalty for premature withdrawal may be applicable as per the bank's terms and conditions.

Please credit the principal amount and the accrued interest after necessary deductions to my linked Savings Account Number [Enter Savings Account Number] held at the same branch.

I have attached a copy of the Fixed Deposit Receipt (FDR) and my ID proof for your reference.

I request you to process this application as soon as possible.

Thanking you,

Yours faithfully,

[Your Signature]

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