

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

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

Dear Sir/Madam,

I am writing to request the premature closure of my Fixed Deposit account, details of which are provided below:

- **FD Receipt Number:** [Number]
- **Deposit Amount:** [Amount]
- **Date of Maturity:** [Date]

I require these funds urgently for the purpose of purchasing a vehicle. I am aware 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 into my savings account held at your branch:

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

I have attached a self-attested copy of my FD receipt and identity proof for your records. Please process this request at the earliest.

Thanking you,

Yours faithfully,

[Your Signature]
[Your Full Name]
[Your Phone Number]