

Request to change name on bank account

Subject: Request for Name Transfer on Bank Account

Dear [Bank Manager Name],

I request the update of my bank account [Account Number] from the name [Old Name] to [New Name] following the submission of legal documents supporting this change. Enclosed are the necessary identity proofs and legal certificates.

Please process this request and notify me once completed.

Thank you,

[Your Name]

[Contact Information]

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