

Date : \_\_\_\_\_

To:  
The Secretary,  
The Accountant General's Office Employees' Co-Operative Bank Limited,  
Bangalore – 560001.

Madam,

**Subject: - Loan Account Statement**

Referring to the subject mentioned above, I request your goodself to kindly issue me the statement of Account for the year \_\_\_\_\_ / from \_\_\_\_\_ to \_\_\_\_\_ of the \_\_\_\_\_ loan availed by me in your esteemed bank for my personal records / submitting the same to \_\_\_\_\_ for the purpose of \_\_\_\_\_.

Kindly do the needful and oblige,

Thanking you,

Yours faithfully,

Signature \_\_\_\_\_

Name \_\_\_\_\_

Code \_\_\_\_\_ Mem. No \_\_\_\_\_