



Date : _____

The Manager,
Civil Bank Ltd.

_____ Branch

Dear Sir/Madam,

ACCOUNT CLOSURE / TRANSFER REQUEST TO OTHER BRANCHES

Please close / Transfer my/our Account No. To Branch

Name

All unused cheques No. _____ to _____ are enclosed herewith

I/We have lost / misplaced cheque Bank from to

I/We hereby agree of indemnity you against any claims and losses which you may incur or sustained in this connection.

For charges of NPR. (..... Only)

Received cash Debit my/our account No.

Reason for closing (if any)

BALANCE :
 INTEREST :
 TOTAL :
 LESS CHARGE :
 TAX :
 TOTAL :

 (Signature of A/C Holder)

For Bank's Use Only

Department			Reason for objection	Signature of the Supervisor
L/C & Gtee	<input type="checkbox"/> Objection	<input type="checkbox"/> No Objection		
Credit Card	<input type="checkbox"/> Objection	<input type="checkbox"/> No Objection		
Bills	<input type="checkbox"/> Objection	<input type="checkbox"/> No Objection		
Credit	<input type="checkbox"/> Objection	<input type="checkbox"/> No Objection		
Cash	<input type="checkbox"/> Objection	<input type="checkbox"/> No Objection		
RMT	<input type="checkbox"/> Objection	<input type="checkbox"/> No Objection		
Accounts	<input type="checkbox"/> Objection	<input type="checkbox"/> No Objection		

Account closed form system on

Account not closed due to

 Prepared by

 Authorised Signature