## <letterhead of depositor>

## Request Letter for closure of Fixed Deposit(s)

Date (DD/MM/YYYY):

To: <ICICI Bank Limited, Singapore Branch
9 Raffles Place, #50-01 Republic Plaza, Singapore 048 619>

Dear Sir/Madam,

We request you to close the below Fixed Deposit(s):

Please provide appropriate information, else mention NA (Not Applicable)

Company Name (Depositor)	:	
FD Account Number(s)	:	
FD Closure Amount (USD)	:	
CLOSURE INSTRUCTIONS (Select any one option from the below and strike out the others)		
1. Credit Principal (P) amount +	:	(Yes/No)
Interest (I) to Current Account		Current Account Number:
2. Transfer to other bank account	:	Amount (P/ P+I/ I/ exact amount with currency):
		Beneficiary's Name:
		Beneficiary's Address:
		Purpose of Transfer:
		Relationship of Depositor with Beneficiary:
		Beneficiary's Bank Name:
		Beneficiary's Bank Address:
		Beneficiary's Account Number:
		Beneficiary's Bank SWIFT Code:
		Charges (SHA/BEN/OUR):
		Intermediary Bank (if necessary):
		Intermediary Bank SWIFT Code:

We confirm that the Terms and Conditions regarding Fixed Deposits in the General Terms and Conditions (GTC) governing the Accounts and Facilities accepted by us shall apply to the Fixed Deposit(s) mentioned in this letter. All other applicable terms in the GTC shall continue to be in force.

For: <Company Name>

Authorised Signatory Name: <Full name>

SHA: For sharing the Foreign Bank charges with the beneficiary BEN: Complete Foreign Bank charges bome by the beneficiary OUR: Complete Foreign Bank charges bome by the remitter