

# Pension Fund Withdrawal Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Pension Fund Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request a withdrawal from my pension fund with [Pension Fund Company Name]. Due to unforeseen circumstances, I am in a position where I need to settle some urgent debts. My account details are as follows:

- Account Number: [Your Account Number]
- Member ID: [Your Member ID]

In accordance with the policies stated in the fund's withdrawal guidelines, I would like to withdraw the necessary amount to cover my outstanding debts. Attached are the documents supporting my request, including evidence of my debts and any required forms.

I would appreciate your prompt attention to this matter, as it will greatly assist me in my current financial situation. Please let me know if you require any additional information or documentation.

Thank you for your assistance.

Sincerely,

[Your Name]