

Petition for Modifying Account Ownership

Date: [Insert Date]

To: [Account Institution Name]

Address: [Account Institution Address]

Dear [Recipient's Name],

I am writing to formally petition for the modification of the account ownership for account number [Insert Account Number]. I would like to request that the account ownership be transferred from [Current Owner's Name] to [New Owner's Name].

Reason for Modification:

[Explain the reason for the request, e.g., change of circumstances, relationship changes, etc.]

Attached to this letter, you will find all the necessary documentation to support my request, including:

- [List of Document 1]
- [List of Document 2]
- [List of Document 3]

I kindly request you to process this modification at your earliest convenience. Should you require any additional information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]