

# Letter to Bank Regarding Fixed Deposit as Collateral

Date: [DD/MM/YYYY]

To,  
The Manager,  
[Bank Name],  
[Branch Address],  
[City, State, ZIP Code]

Subject: Request to Utilize Fixed Deposit as Collateral for Personal Loan

Dear [Manager's Name],

I hope this letter finds you well. I am [Your Name], holding a savings account with your bank, account number [Account Number]. I am writing to formally request the usage of my fixed deposit as collateral for a personal loan.

I currently have a fixed deposit of [Amount] under account number [Fixed Deposit Account Number], maturing on [Maturity Date]. I would like to apply for a personal loan of [Loan Amount] to fulfill [Purpose of the Loan].

I assure you that I will adhere to all the terms and conditions set forth by your bank regarding the loan. I kindly request you to process my application at your earliest convenience.

Thank you for your attention to this matter. I look forward to your positive response.

Sincerely,  
[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Your Phone Number]  
[Your Email Address]