

Fixed Deposit Renewal Request

Date: [Insert Date]

To,

The Branch Manager,

[Bank Name]

[Branch Address]

Subject: Request for Fixed Deposit Renewal with Changed Tenure

Dear Sir/Madam,

I am writing to request the renewal of my Fixed Deposit account with your esteemed bank. The details of my current Fixed Deposit are as follows:

- Account Holder Name: [Your Name]
- FD Account Number: [Your FD Account Number]
- Maturity Date: [Maturity Date]
- Current Tenure: [Current Tenure]

I would like to renew my Fixed Deposit for a changed tenure of [New Tenure] as opposed to the existing tenure. Kindly let me know the applicable interest rates for this new duration.

Please find attached any necessary documents required for the renewal process. I look forward to your prompt response regarding this matter.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Number]

[Your Email Address]