

Fixed Deposit Renewal Request

Date: [Insert Date]

To,

Branch Manager,
[Bank Name]
[Branch Address]

Subject: Request for Fixed Deposit Renewal with Premature Withdrawal Option

Dear Sir/Madam,

I am writing to request the renewal of my Fixed Deposit account, bearing the account number [Insert Account Number], which is due for maturity on [Insert Maturity Date].

I wish to renew the deposit for a further tenure of [Insert Desired Tenure] at the prevailing interest rate. Additionally, I would like to include the option for premature withdrawal, should the need arise in the future.

Please acknowledge the receipt of this request and provide me with the necessary details to proceed with the renewal.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Address]
[Your Contact Number]
[Your Email]