

FORM – 2

[See sub-paragraph (1) of paragraph 7]

(Application for premature closure of account)

To,

The Postmaster/Manager

.....
.....

Sir,

1. I wish to prematurely close my Account No. _____ having balance of Rs. _____
(Rupees _____ Only) and request you to pay the amount after
deduction of applicable penalty as per details given below:-

1. Please Credit the amount to my SB Account No. _____ standing
at _____ (Name of Account office).

or

Please issue a Demand Draft/account payee cheque

or

Please pay in cash (applicable if the amount is below permissible limit)

3. I hereby declare that the provisions under which the account can be closed before maturity have
been complied with.

Necessary documents as applicable are attached as under:-

1.

2.

*Certified, that the amount sought to be withdrawn/loan to be availed is required for the use of
..... who is alive and still a Minor.

Date:- _____

Signature or thumb impression of depositor/guardian

(Thumb impression of the depositor should be attested by a person known to the accounts office)

For office use only

Payment detail

Eligible balance in Account Rs. _____

Less Penalty amount Rs. _____

Total Amount to be paid Rs. _____ (In figures)

(In words) _____

Date Stamp

Signature of Postmaster/Manager

Acquittance

(to be filled by account holder/ messenger)

Received Rs. _____ (In figures) _____ (in words)

By cash/cheque/DD bearing No.) _____ dated _____ /by transfer
to Account No _____.

Date

Signature/thumb impression of depositor/guardian