



**The Manager**  
**State Bank of India**  
 \_\_\_\_\_ **Branch**

Date : \_\_\_/\_\_\_/20\_\_\_

Dear Sir,

**ISSUE OF DUPLICATE PASS BOOK**

I/We request you to issue duplicate passbook for below mentioned SB account(s) as the same has been lost / misplaced / damaged (Strike out whichever is not applicable).

I/We agree to deduct from my/our Account with the charges for the issue of duplicate passbook (i.e. MVR 50/- or USD 3/- per passbook for MVR & USD SB a/c respectively).

In case, the original passbook is found at a later stage, I/We undertake to return the duplicate passbook to the Bank.

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Yours faithfully,

<b>Signature of the Authorized Signatory</b>	<b>Signature of the 2<sup>nd</sup> Authorized Signatory</b>
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Tel/Mobile: .....

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**For Office Use**

Account holder(s) signature(s) verified  
 Please issue duplicate passbook

Duplicate Passbook issued &  
 applicable charges recovered on \_\_\_\_\_

**Officer In-Charge**

**Assistant**