**Letter to Transfer Money to Another Bank Account**

From,

Anil Chopra

26 Green Colony

Delhi - 110016

Date: 4 May 2020 To,

The Branch Manager ABC Bank

Delhi - 110016

Subject: Request for transferring of funds Dear Sir/Madam,

The purpose of writing this letter is to request you to transfer an amount of Rs 50,000 from my account to another account in South Delhi of your bank. I have mentioned all the details of the bank mentioned below:

Bank details of Transferor - Account Name: Anil Chopra Account No: 78900000 Bank Branch: Punjabi Bagh

Bank Details of the Transferee - Account Name: Hi-Tech Officials Account no: 78654433

Bank Branch: South Delhi

I hope that you will initiate the payment as soon as possible. Thanking you in anticipation.

Yours Sincerely, Anil Chopra