

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date: \_\_\_\_\_

Doodh Pokhari Saving and Credit Cooperative Ltd.  
Pokhara 12, Matepani

Dear Sir/Madam,

I am writing to request a transfer of Rs. \_\_\_\_\_ (in words \_\_\_\_\_) from my Share Holder Saving/Doodh Pokharii Saving/Jestha Nagarik Bachat/ ac. no. \_\_\_\_\_ to Mr./Ms. \_\_\_\_\_ account name \_\_\_\_\_ account no \_\_\_\_\_ with Doodh Pokhari Saving and Credit Cooperative Ltd. Please find the details of the transfer below:

**Account Details:**

Account Holder's Name: [Your Name] \_\_\_\_\_

Doodh Pokhari Saving and Credit Cooperative Ltd.  
Pokhara 12, Matepani

**Destination Account Details:**

Account Holder's Name: [Recipient's Name] \_\_\_\_\_

Doodh Pokhari Saving and Credit Cooperative Ltd.  
Pokhara 12, Matepani

**Transfer Details:**

Purpose of Transfer: \_\_\_\_\_

Date of Transfer: [Transfer Date] \_\_\_\_\_

Please deduct any fees associated with the transfer from my account. Also, please confirm the expected completion time for the transfer.

Thank you for your assistance in this matter.

Sincerely,

[Your Name]

