Ref. No.:
Date: 10.10.2022
Your Ref. No.: 1000/2022

To,
The Chief Manager,
Bank of Baroda,
Ahmedabad Main Branch,
Ahmedabad.

Subject: Request for issuance of Demand Draft in favour of Indian Overseas Bank.

Dear Sir/Madam,

I/We request you to issue a Demand Draft for Rs. 1000/- (Rupees One Thousand Only) in favour of **MANOJ CHAUHAN** payable at Ahmedabad. Please debit the amount of the Demand Draft and charges, if any, to my/our account no. 12345678910.

Thanking you,

Yours faithfully,

Manoj Jha Kant

Declaration: I/We declare that I/we have not applied for any other Demand Draft for the same purpose. I/We undertake to indemnify the bank against any loss, damage, claim or demand that may arise from the issuance of this Demand Draft. I/We also undertake to stop payment of this Demand Draft if requested by the beneficiary or if it is lost, stolen or destroyed.

Instructions: Please write clearly and legibly. Please ensure that the amount in words and figures is the same. Please sign in the space provided. Please attach a self-attested copy of your PAN card and address proof. Please allow 3-5 working days for the Demand Draft to be issued. Please collect the Demand Draft from the branch within 30 days of issuance, failing which it will be cancelled and the amount will be credited back to your account.

Enclosed: as mentioned above, PAN card, address proof, cheque leaf.

Received from Mr./Ms./Mrs. Manoj Jha Kant, a Demand Draft for Rs. 1000/- (Rupees One Thousand Only) in favour of Indian Overseas Bank, payable at Ahmedabad, vide your letter dated 10.10.2022.

Manoj Jha Kant
Signature of Applicant

Name: Manoj Jha Kant
Address: 123, Shanti Nagar, Ahmedabad
Phone No.: 9876543210