

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

The Branch Manager
Axis Bank

[Branch Address]
[City, State, ZIP Code]

Subject: Request for Loan Statement

Dear Sir/Madam,

I hope this letter finds you well. I am writing to request a statement for my loan account with Axis Bank. Below are the details of my loan account:

- Name: [Your Name]
- Loan Account Number: [Your Loan Account Number]
- Type of Loan: [Personal/Home/Car Loan]
- Period for Statement: [Start Date] to [End Date]

I require this statement for my personal financial records. Please send the loan statement to my registered email address or my home address mentioned above at your earliest convenience.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]