

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

Branch Manager

Axis Bank

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

Subject: Resignation of Loan Account

Dear [Branch Manager's Name],

I am writing to formally request the resignation of my loan account with Axis Bank, bearing account number [Your Loan Account Number], due to [brief reason, e.g., change in financial circumstances, completion of repayment, etc.].

I would like to express my gratitude for the services provided by Axis Bank throughout the term of my loan. Please provide me with confirmation of the loan closure and any necessary documentation to finalize this process.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]