

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

Subject: No Objection Certificate

Dear [Bank Manager's Name],

I, [Your Name], son/daughter of [Your Father's Name], residing at [Your Address], hereby request a No Objection Certificate (NOC) for my [mention account type, loan, etc.], bearing account number [Account Number/Loan Number] with your esteemed bank.

This certificate is required for [mention reason, e.g., applying for a visa, obtaining a loan from another bank, etc.]. I assure you that I have fulfilled all obligations pertaining to my account/loan with your bank. I would appreciate your prompt assistance in this matter. Thank you for your cooperation.

Sincerely,

[Your Signature (if submitting a hard copy)]  
[Your Printed Name]