

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

[Recipient's Name]
[Bank's Name]
[Bank's Address]
[City, State, Zip Code]

Subject: Addressing IFSC Code Issues

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to bring to your attention some issues I have been experiencing regarding the IFSC code associated with my bank account (Account Number: [Your Account Number]). [Briefly describe the issue you are experiencing with the IFSC code, such as incorrect transactions, inability to make transfers, etc.]

I kindly request your assistance in resolving this matter at your earliest convenience. Please find attached any relevant documents that may help clarify the situation.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]