

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

Customer Service Department

Jammu & Kashmir Bank

[Bank Branch Address]

[City, State, Zip Code]

Subject: Request for Loan Account Statement

Dear Sir/Madam,

I hope this message finds you well. I am writing to request a copy of my loan account statement for my loan account with Jammu & Kashmir Bank.

Below are the details of my account:

- Account Holder Name: [Your Name]
- Loan Account Number: [Your Loan Account Number]
- Type of Loan: [Type of Loan, e.g., Home Loan, Personal Loan]
- Duration: [Loan Start Date - Loan End Date]

I would appreciate it if you could send me the account statement for the period of [Start Date] to [End Date] at your earliest convenience.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]