

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

The Branch Manager
Jammu & Kashmir Bank
[Branch Address]

[City, State, Zip Code]
Subject: Request for Loan Closure

Dear Sir/Madam,

I am writing to formally request the closure of my loan account with Jammu & Kashmir Bank. Below are the details pertaining to my loan account:

- Loan Account Number: [Your Loan Account Number]
- Type of Loan: [e.g., Personal Loan, Home Loan, etc.]
- Date of Loan Disbursement: [Date]

I have successfully repaid the entire loan amount as of [Date of Last Payment]. Kindly initiate the closure process and provide me with a loan closure letter and the NOC (No Objection Certificate) as confirmation of settlement.

Please let me know if any further information or documentation is required from my side.

Thank you for your assistance.

Sincerely,

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