

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

The Branch Manager
Jammu & Kashmir Bank

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

Subject: Request for Loan Statement

Dear Sir/Madam,

I hope this letter finds you well. I am writing to request a detailed statement of my loan account held with Jammu & Kashmir Bank.

Details of my loan account are as follows:

- Account Holder's Name: [Your Name]
- Loan Account Number: [Your Loan Account Number]
- Type of Loan: [Type of Loan, e.g., Personal Loan, Home Loan, etc.]

I require this statement for [purpose, e.g., tax filing, loan processing, etc.], covering the period from [Start Date] to [End Date].

I would appreciate it if you could expedite this request. Should you need any further information to assist with the request, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

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