

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

Kumpulan Wang Simpanan Pekerja (KWSP)

[KWSP Branch Address]
[City, State, ZIP Code]

Subject: Request for KWSP Account Update

Dear Sir/Madam,

I hope this letter finds you well. I am writing to request an update for my KWSP account details.

My details are as follows:

- Full Name: [Your Full Name]
- MyKad Number: [Your MyKad Number]
- KWSP Account Number: [Your KWSP Account Number]

I would like to update the following information:

- [Specify the information to be updated, e.g., new address, contact number, etc.]

Please find attached the necessary documents to support my request. I appreciate your assistance in updating my account details.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your NRIC/Identification Number]