

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

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

Subject: Request for Fixed Deposit Renewal

Dear [Bank Manager's Name],

I hope this letter finds you well.

I am writing to request the renewal of my fixed deposit account with the following details:

- Account Holder Name: [Your Name]
- Fixed Deposit Account Number: [Account Number]
- Amount: [Deposit Amount]
- Maturity Date: [Maturity Date]

I would like to renew my fixed deposit for another term of [desired term, e.g., 1 year] at the prevailing interest rate. Please confirm the updated interest rates and any additional terms associated with the renewal.

If there are any required forms or additional steps to complete this renewal, please let me know.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]