

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

To,

The Branch Manager

[Bank/Financial Institution Name]

[Branch Address]

[City, State, ZIP Code]

Subject: Request for PPF Withdrawal

Dear Sir/Madam,

I am writing to formally request the withdrawal of my Public Provident Fund (PPF) amount from my account [Account Number].

I have maintained this account since [Account Opening Date], and I would like to proceed with the withdrawal as per the guidelines stipulated by the PPF rules.

I request you to process my withdrawal of [Specify Amount] from my PPF account. Please find attached the required documents for your reference:

1. Copy of my PPF account passbook
2. Identity proof (e.g., Aadhar card, Passport)
3. Any other relevant documents

I appreciate your assistance in this matter and look forward to your prompt action.

Thank you.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]