

Date: _____

To,

The Branch Manager

_____, _____

Subject: Submission of Documents Regarding Suspected Transaction and Request for Unfreezing of Account

Respected Sir/Madam,

I am maintaining Savings Account No. XXXX-XXXX-____ with your branch.

I understand that on _____ a restriction/freeze has been placed on my account in connection with a particular transaction (the account has been frozen on a cyber cell instruction) pursuant to a communication/instruction received from the Cyber Police Office.

I respectfully submit that I have no connection whatsoever with the alleged cyber fraud or any fraudulent activity referred to in this matter. The transaction in question was a genuine and legitimate transaction, carried out for a bonafide purpose. In support of the genuineness and authenticity of the said transaction, I am submitting herewith the relevant documents/evidence for your verification and record.

I request you to kindly examine and take the submitted documents on record and forward the same, along with relevant information, to the concerned Cyber Police Office for verification and necessary action. As the transaction is genuine and I have no involvement in the alleged fraud, I request you to kindly initiate necessary steps for removal of the freeze/restriction and restoration of normal banking operations, subject to the applicable procedure and directions of the competent authority.

I am fully willing to cooperate with the Bank and the concerned authorities and provide any further clarification or documents that may be required in this regard.

In the meantime, I request that the restriction may kindly be limited to the disputed amount, while permitting normal operation of the remaining balance, subject to the directions of the competent authority.

I request your kind consideration and early action.

Thanking you,

Yours faithfully,

Account No.: XXXX-XXXX-____

Enclosures:

1. Proof of authenticity/genuineness of the transaction
2. Bank statement/transaction receipt marking the suspected transaction
3. Declaration/confirmation from the concerned person(s) confirming the genuineness and legitimate purpose of the transaction, wherever applicable
4. Any other relevant document or evidence in support of the above.

Write the bank's name on the ruled line by hand, and sign above your name, before you submit this.