

BANK REQUEST LETTER FORMAT

ON BANK LETTER HEAD

Date- __/__/__

To,

Marketing Manager II

CIDCO, Raigad Bhavan, 3rd floor,

CBD Belapur, Navi Mumbai-400614

Dear Sir/Madam

Subject – Request **letter regarding NOC for Mortgage**

We have given in the principle sanction to **Ms/Mrs/Mr** _____ for housing loan of Rs **XXXXXXXXXX**

for purchase **of flat no** _____ **on** _____ **floor** _____, **Building No** _____ **admeasuring** _____ **sq.mt** (carpet area) Sector _____, _____, Navi Mumbai. We request you to give us NOC for mortgage to process the loan request of the customer.

Branch Manager