To Place:

The Manager, Date:

State Bank of India,

Bank Address.

Sub: Home loan pre closing request.

Dear Sir/Madam,

My name is \_\_\_\_\_\_\_\_\_\_(your name) writing this request letter to pre close my home loan associated with loan account no. \_\_\_\_\_\_\_\_\_\_\_\_\_(your home loan account number).

I would like to clear my total outstanding loan amount in one payment, so kindly guide me the process of pre closing my home loan

Thanking you.

Yours  Sincerely,

Your name.