

Application to Bank Manager for Changing Registered Mobile Number in Account

1. Application to Bank Manager for Updating Registered Mobile Number after Losing Old Phone

To,
The Bank Manager,
[Bank Name],
[Branch Address],

Subject: Application for Updating Registered Mobile Number after Losing Old Phone

Respected Sir/Madam,

I am [Your Name], a customer of your bank having a savings account with account number [Your Account Number]. I have recently lost my mobile phone, and as a result, I have lost access to the mobile number that was registered with my bank account.

In light of this situation, I kindly request you to update my registered mobile number in the bank records. My previous mobile number was [Your Old Mobile Number], and I would like to replace it with my new mobile number, [Your New Mobile Number].

I have attached a copy of my Aadhaar card and a self-attested copy of the new mobile number's SIM card receipt as proof of identity and to support this request. I understand that this process might require me to visit the bank branch for verification purposes, and I am willing to do so if necessary.

I hope that you will consider my request and update the registered mobile number at the earliest. This will help me continue to avail various banking services, receive transaction alerts, and stay updated about my account activities without any disruption.

Thanking you in anticipation of your prompt attention to this matter.

Yours faithfully,
[Your Name]
[Your Account Number]
[Your Full Address]
[Your Email Address]

2. Application to Bank Manager for Switching Registered Mobile Number to Enhance Security

To,
The Branch Manager,
[Bank Name],
[Branch Name and Address],

Subject: Application for Switching Registered Mobile Number to Enhance Security

Respected Sir/Madam,

I, [Your Name], am a customer of your esteemed bank, holding a savings account with account number [Account Number]. I am writing this letter to request a change in my registered mobile number, as I feel that it would enhance the security of my account.

My current registered mobile number is [Old Mobile Number]. However, I have recently acquired a new mobile number, [New Mobile Number], and I wish to update my bank records with this new number. I believe that switching my registered mobile number will help me keep track of my transactions and account activity more easily, thereby increasing the safety and security of my account.

I kindly request you to update my registered mobile number in your records and enable all communication, including transaction alerts, account notifications, and OTPs, to be sent to my new mobile number.

I have attached a copy of my Aadhaar card and a recent photograph for identity verification purposes. Please let me know if any additional documents or formalities are required to process this request.

I would be grateful for your prompt assistance in this matter, and I thank you for your cooperation.

Yours faithfully,

[Your Name]

[Account Number]

[Address and Contact Details]

3. Application to Bank Manager for Modifying Registered Mobile Number Due to Change in Country

To,

The Branch Manager,

[Bank Name],

[Branch Name],

[Branch Address]

Subject: Application for Modifying Registered Mobile Number Due to Change in Country

Respected Sir/Madam,

I, [Your Name], am maintaining a savings account (Account Number: [Account Number]) with your esteemed bank at the [Branch Name] branch. I am writing this application to inform you that I have recently relocated to [New Country Name] for work purposes.

Due to this change in country, I have acquired a new mobile number ([New Mobile Number]) and wish to update the same in the bank records. I request you to kindly modify my registered mobile number in your records as it is essential for me to receive important notifications, OTPs, and other banking-related alerts.

I understand that my request may involve verification procedures, and I am willing to provide any necessary documents or information to facilitate the process. Kindly let me know the required formalities and your assistance in this matter would be highly appreciated.

Thanking you in advance.

Yours faithfully,

[YourName]
[Account Number]
[Old Registered Mobile Number]
[New Mobile Number]
[Email Address (if any)]
[Address (as per bank records)]

4. Application to Bank Manager to Replace Registered Mobile Number as a Result of SIM Swapping Fraud

To,
The Bank Manager,
[Bank Name],
[Bank Branch Address]

Subject: Application to Replace Registered Mobile Number due to SIM Swapping Fraud

Respected Sir/Madam,

I am [Your Full Name], holding a savings/current account in your esteemed bank with the account number [Your Account Number]. I would like to bring to your kind notice that I recently experienced a SIM swapping fraud on my registered mobile number ([Your Old Mobile Number]). My SIM card was deactivated, and the perpetrator gained unauthorized access to my mobile number.

To prevent any unauthorized transactions or misuse of my account, I kindly request you to replace my registered mobile number with a new number. My new mobile number is [Your New Mobile Number]. Please update the same in your records and ensure that all the alerts, OTPs, and notifications are sent to my new mobile number.

I understand the severity of the issue and request you to take immediate action to secure my account. I assure you that I have taken all necessary precautions

to prevent any such incidents in the future. Kindly do the needful at the earliest, and I shall be highly obliged.

Thanking you,

Yours sincerely,

[Your Full Name]

[Your Account Number]

[Your Old Mobile Number]

[Your New Mobile Number]

[Your Email Address]

[Your Residential Address]

Date: [Current Date]

5. Application to Bank Manager for Merging Accounts and Updating Registered Mobile Number

To,

The Branch Manager,

[Bank Name],

[Bank Branch Address],

Subject: Application for Merging Accounts and Updating Registered Mobile Number

Dear Sir/Madam,

I, [Your Name], holding account number XXXXXXXX, have recently come to know that I have two accounts in your esteemed bank. I would like to request the merging of these two accounts into one account for my convenience. The details of my accounts are as follows:

1. Account Number: XXXXXXXX
2. Account Number: YYYYYYYY

Please merge Account Number YYYYYYYY into Account Number XXXXXXXX and close the former account. In addition, I would like to update my registered mobile number in your records. My new mobile number is +91-XXXXXXXXXX.

Kindly process my request at the earliest and confirm the same. I would be grateful if you could complete this task within the next 7 working days, as I am facing difficulties in managing transactions and receiving updates. Please let me know if you require any additional information or documents for the same.

Thank you for your assistance.

Yours faithfully,
[Your Name]
[Address]
[Contact Number]
[Email Address]