

ATM Block Application Request

1. ATM Misplacement Incident Application

To,
The Branch Manager,
[Bank Name],
[Bank Branch],
[City], [Pin Code]

Subject: ATM Misplacement Incident Application

Dear Sir/Madam,

I am writing to inform you about an incident that occurred at the [Bank Name] ATM, located at [ATM Address] on [Date of Incident]. I am an account holder at your esteemed bank, holding a savings account with the account number [A/C Number].

On the mentioned date, while using the ATM machine to withdraw money, I faced an issue where the cash was not dispensed, and I received an error on the ATM screen. Despite receiving the error, the transaction was processed, and the amount of INR [Amount] was debited from my account. As a result, I have suffered a financial loss due to this misplacement incident.

I kindly request you to look into this matter and resolve the issue by crediting the debited amount of INR [Amount] back into my account. I have attached a copy of the transaction receipt as proof of my claim.

I hope for a prompt resolution to this issue and thank you for your assistance in this matter.

Sincerely,

[Your Name]
[Your Address]
[City], [Pin Code]
[Phone Number]
[Email Address]

2. Application for Reporting Unauthorized ATM Withdrawals

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

Subject: Application for Reporting Unauthorized ATM Withdrawals

Sir/Madam,

I, [Your Name], holding account number [Account Number] at your esteemed bank, wish to bring to your notice an unauthorized ATM withdrawal from my account. On [Date of Incident], I received a transaction alert for an amount of INR [Amount] from an ATM located at [ATM location]. I did not perform this withdrawal, and I had the debit card with me at the time of the incident.

I request you to kindly investigate this matter and identify the person responsible for this unauthorized withdrawal. I also request you to take necessary measures to prevent such incidents from happening in the future. Kindly arrange to reverse the unauthorized withdrawal amount back to my account at the earliest.

I have attached a copy of the transaction alert received on my registered mobile number as proof of the unauthorized withdrawal. I am also ready to provide any further information or documents required for the investigation.

I hope for a prompt resolution of this matter and thank you for your assistance in this regard.

Yours faithfully,

[Your Name]
[Mobile Number]
[Email ID (if any)]

3. Stolen ATM Card Suspension Application

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

Subject: Stolen ATM Card Suspension Application

Respected Sir/Madam,

I hold a savings account in your esteemed bank, bearing account number: XXXXXXXX. Unfortunately, my ATM card (number: XXXX XXXX XXXX XXXX) has been stolen/lost on [Date]. I came to know about this incident on [Date]. I have already tried to search for the card, but I am unable to find it.

Therefore, I request you to kindly suspend/block the aforementioned ATM card immediately to prevent any unauthorized access or misuse. Furthermore, I would like to apply for a new ATM card issuance. Kindly let me know the required process and the necessary documents to be submitted for the same.

I would be highly obliged if you can expedite the process and ensure my account's safety. I am enclosing my recent photograph and a copy of my identity proof for your perusal.

Thanking you in advance for your cooperation.

Yours faithfully,

[Your Name]
[Your Address]
[City]
[Phone Number]
[Date]

4. Temporary ATM Card Block Application for Travel Precautions

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

Subject: Temporary ATM Card Block Application for Travel Precautions

Respected Sir/Madam,

I am [Your Name], holding a savings account (Account Number: [Your Account Number]) in your esteemed branch. I wish to inform you that I will be travelling abroad from [Start Date] to [End Date] for personal reasons. In order to ensure the security of my ATM card and to prevent any possible misuse, I kindly request you to temporarily block my ATM card during this period.

I assure you that I will notify the bank as soon as I return to India, so that the block can be lifted, and I can resume using my ATM card without any issues.

I request you to consider this application and kindly grant me the temporary block on my ATM card for the mentioned duration. Your prompt action in this matter will be highly appreciated.

Thanking you.

Yours faithfully,

[Your Name]
[Your Account Number]
[Your Mobile Number]
[Your Email ID]

5. Application for Suspected Phishing Attempt on ATM Card

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

Subject: Application for Suspected Phishing Attempt on ATM Card

Dear Sir/Madam,

I am [Your Name], an account holder in your esteemed bank with savings account number [Account Number]. I would like to bring to your attention a recent suspicious activity concerning my ATM card.

On [Date], I received a phone call from an unknown person claiming to be a representative of [Bank Name]. The caller informed me that my ATM card was going to be blocked due to inactivity and asked for confidential details, including my ATM card number, CVV code, and OTP to unblock it. I was unaware of such practices and unfortunately shared the information.

Upon realizing the suspicious nature of the call, I immediately checked my bank account and found an unauthorized transaction of INR [Amount] debited from my account. I would like to report this as a suspected phishing attempt on my ATM card and request you to take immediate action to secure my account.

Kindly block my existing ATM card and issue a new one at the earliest. I am also enclosing a copy of the unauthorized transaction details for your reference. I would appreciate your prompt assistance in investigating this matter and ensuring the safety of my account.

Thank you for your cooperation.

Yours faithfully,

[Your Name]
[Your Address]
[Your Contact Number]
[Your Email Address]

Date: [Date]