

# PPF Account Transfer Application Request

## 1. Application for Joint PPF Account Transfer Request

To,  
The Branch Manager,  
(Name of the Bank),  
(Name of the Branch),  
(Address of the Branch),  
(City)

Subject: Application for Joint PPF Account Transfer Request

Dear Sir/Madam,

I am writing this application to request the transfer of our joint Public Provident Fund (PPF) account to another branch. The details of our joint PPF account are as follows:

1. Account Holder's Name: (Your Name) and (Joint Account Holder's Name)
2. Account Number: (PPF Account Number)
3. Current Branch: (Name of the Current Branch)

We wish to transfer our joint PPF account to the following branch due to our change in residence:

1. Desired Branch: (Name of the Desired Branch)
2. Branch Address: (Address of the Desired Branch)
3. City: (City of the Desired Branch)

We kindly request you to process this transfer at the earliest so that we can continue to operate our PPF account without any inconvenience. We have attached the necessary documents, including our address proof and a copy of our passbooks, for your perusal and necessary action.

In case you require any further information or clarification, please do not hesitate to contact us. We would be more than happy to provide any additional details necessary for the smooth processing of this transfer request.

Thank you for your kind attention and swift action in this matter.

Yours sincerely,

(Your Name)

(Account Holder's Address)

(Contact Number)

(Email ID)

(Joint Account Holder's Name)

(Joint Account Holder's Address)

(Contact Number)

(Email ID)

Date: (Date of Application)

## **2. PPF Account Consolidation Application for Streamlined Management**

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

Subject: PPF Account Consolidation Application for Streamlined Management

Respected Sir/Madam,

I am writing this application to kindly request the consolidation of my multiple PPF (Public Provident Fund) accounts for streamlined management. I have been maintaining two PPF accounts with your esteemed bank, and I wish to merge them into a single account for better management and ease of transactions.

My account details are as follows:

1. PPF Account Number 1: [Account Number 1]
2. PPF Account Number 2: [Account Number 2]

I understand that as per the PPF scheme guidelines, an individual is allowed to have only one PPF account in his/her name. Therefore, I request you to kindly consolidate my above-mentioned accounts and transfer the entire balance from PPF Account Number 2 to PPF Account Number 1.

In accordance with the PPF rules, I am ready to face any consequences, such as loss of interest, for maintaining two PPF accounts, if any. I would also like to apologize for any inconvenience this may have caused.

Kindly acknowledge my request and let me know the further process and documentation required, if any. I hope to receive a prompt and favorable response from your side. Thank you for your attention and assistance in this matter.

Yours faithfully,

[Your Name]

[Your Address]

[Your Contact Number]

[Your Email Address]

### **3. Request for PPF Account Transfer Application Due to Change in Nominee**

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

Subject: Request for PPF Account Transfer Application Due to Change in Nominee

Respected Sir/Madam,

I, [Your Name], holder of PPF Account number [PPF Account Number] with your branch, would like to request a transfer of my PPF account due to a change in nominee. My current nominee is [Current Nominee Name], and I would like to

change the nominee to [New Nominee Name] due to [Reason for Change, e.g., marriage or death of the current nominee].

As per the PPF scheme rules, I understand that I am required to provide necessary documentation to support my request. Kindly let me know the documents and procedure to be followed for the account transfer and nominee change process.

I request your kind assistance in transferring and updating the nominee details at the earliest. I shall visit the branch to submit the required documents and complete the process as per your guidance.

Thanking you in anticipation.

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

## **4. Application for Transferring PPF Account to Another Branch for Convenience**

To,

The Branch Manager,  
[Current Bank Branch],  
[Address],  
[City, Postal Code]

Subject: Application for Transferring PPF Account to Another Branch for Convenience

Dear Sir/Madam,

I maintain a Public Provident Fund (PPF) account with your esteemed bank, bearing account number [PPF Account Number]. Due to a change in my residential address, I find it inconvenient to continue managing my PPF account

with the current branch. Therefore, I kindly request you to transfer my PPF account to the following branch for my convenience:

[New Bank Branch],  
[Address],  
[City, Postal Code]

I understand that I am required to submit KYC documents and other necessary documents for the purpose of transferring my PPF account. I have enclosed the duly filled and signed Form B (PPF Transfer Form), along with my updated KYC documents, including my Aadhaar Card, PAN Card, and address proof.

Kindly process my request at the earliest and confirm the successful transfer of my PPF account to the above-mentioned branch. Your prompt action in this regard will be highly appreciated.

Thanking you for your cooperation and support.

Yours faithfully,

[Your Name]  
[Address]  
[Phone Number]  
[Email ID]

## **5. Request for PPF Account Transfer Application after the Death of an Account Holder**

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

Subject: Request for PPF Account Transfer after the Death of an Account Holder

Respected Sir/Madam,

I, [Your Full Name], son/daughter/spouse of the late [Account Holder's Full Name], hereby request the transfer of the PPF account no. [PPF Account Number] to my name. My late [Father/Mother/Husband/Wife] was the account holder, who passed away on [Date of Death] due to [Cause of Death]. I have been nominated as the legal heir for the said PPF account as per the nomination details filed by the deceased account holder.

As per the rules and regulations, I understand that the account can be transferred to my name, and I kindly request you to process the same at the earliest. I have enclosed the necessary documents, including the death certificate, copy of the PPF passbook, my KYC documents (Aadhaar and PAN Card), and a proof of relationship with the deceased account holder for your reference and verification.

I request you to please update the account records and transfer the ownership of the PPF account to me. Kindly acknowledge the receipt of these documents and confirm the completion of the transfer process.

Thanking you,

Yours faithfully,

[Your Full Name]

[Your Address]

[Your Contact Number]

[Date]