

**APPLICATION FOR CLOSURE OF ACCOUNT**

Date: \_\_\_\_\_

To,  
The Manager,  
M/s. Zen Comtrade Private Limited,  
6-3-788/32, 3<sup>rd</sup> Floor,  
Vamsee Estates, Ameerpet,  
Hyderabad - 500016

Dear Sir / Madam,

**Sub: Closure of Account.**

**Ref: Client Code** \_\_\_\_\_

I/We hereby request you close my / our account with you and request you to settle / transfer\* the funds and /or commodities with you.

I/We am / are herewith giving my/our Bank & Demat Ac/. details for the purpose of transfer of funds and / or commodities lying in my / our account.

<b>Bank A/c. details</b>	<b>Demat A/c. details</b>
A/c. No.	Client Id
Bank Name	DP Id
Branch	DP Name
MICR No.	

Kindly do the needful.

Yours truly,

**X**

Client Name: \_\_\_\_\_

**\* Please note that transfer of funds / will be effected only on the submission of relevant documents / proofs in support of above Bank A/c. and Demat A/c. details.**

<b>For Office Use only:</b>							
<b>Authorisation by Branch Manager</b>	Authorisation by Head Office	Signature Verified by	Trading Code deactivated by	Updated by	Funds transferred by	Commodities transferred by	Verified by