

Place :

Date :

From:

.....  
.....  
.....  
.....

To:

The Manager,  
MMPAR Co-operative Society (R)  
..... Branch  
574228

Dear Sir / Madam,

**Sub : Surrender of Locker No. ...., Key No. ....**

With reference to above subject I / we would like to surrender my / our Locker bearing No. .... on account personal reason. I / we hand over the key and also confirm that I/we have taken out all my / our belongings.

Thanking you,

Yours Faithfully,

.....  
(Signature)