

Place :

Date :

From:

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To:

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

Dear Sir / Madam,

**Sub : Request for issue of Duplicate Pass Book**  
**Ref : SB / CUR / OD / RD / Loan A/c No. ....**

I have lost the pass book issued to me for the SB / Current / OD / RD / Loan bearing No. .... Kindly issue a duplicate pass book for the above account. I undertake to return the lost pass book if found at later date. I assure you that in no case I will give scope for misuse of the pass book.

Thanking you,

Yours Faithfully,

.....  
(Signature)