

To

The Branch Manager

Punjab National Bank

Branch: _____

Subject: Request for Update of Threshold Limit

Respected Sir/Madam,

I hold a savings/current account with your branch, bearing account number _____ . I recently received a notification stating that the cumulative credits in my account have reached 80% of the threshold limit set.

I request you to kindly update the threshold limit for my account to _____ to facilitate seamless transactions.

Please find attached the required documents for processing my request:

- Aadhaar Card
- PAN Card

Kindly process my request at the earliest. If any further details are required, please let me know.

Thanking you,

Yours sincerely,

Name: _____

Address: _____

Mobile Number: _____

Date: _____