To
The Secretary
Gun & Shell Factory Co-operative Society
Cossipore
Kolkata:- 700002

Sub:- Request for Issuing a New Savings Account Pass Book of your Society.

Respected Sir,

I would like to mention here that owing to incautiousness, I have lost my Savings Pass Book, vide A/C No. in your Society.

So, please issue a New Savings Pass book so that My Savings Account could be continued.

Thanking You

Sincerely Yours

Date:-