



**REQUEST FOR BALANCE CERTIFICATE**

Date: 

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To,  
The Branch Manager,  
Reliance Finance Limited  
..... Branch

Dear Sir/Madam,

I/We hereby request you to provide me/us Balance Certificate in .....<sup>Currency</sup> of my/our account, to me/agent authorized by me/us.

Account Name: .....

Account Number: 

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Mobile Number: 

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Purpose of Balance Certificate.....

I/We authorize the Finance to debit my/our account mentioned above for the necessary charges as per the Reliance Finance standard Tariff charges. I/We hereby request you to provide Balance Certificate to my/our Agent whose specimen signature appears as below.

.....  
Accountholder's Signature(s)

.....  
Stamp if applicable

Agent Signature(s): .....

**FOR OFFICE USE ONLY**

Application Received Date:...../...../.....      Applicable Charge:  Yes  NO

Signature Verified/Entered by: .....      Approve by: .....