REQUEST FOR REMOVAL OF LIEN AMOUNT

Printable bank application form • Fill in the blank fields, sign and submit to your bank

Important: Use this application to request a review and release of a lien. The bank or competent authority may require additional documents or instructions. A lien linked to a court, police, cybercrime or other authority direction may need clearance from that authority before the bank can release it.

1. Bank and Branch Details

To	The Branch Manager
Bank Name	
Branch Name	
Branch Address	
Date	____ / ____ / _____

2. Applicant Details

Applicant's Full Name	
Account Holder Name (if different)	
Savings / Current Account Number	
Registered Mobile Number	
Email Address	
Customer ID (if available)	
Address	

3. Lien Details

Lien Amount (■)	
Date on which lien was marked (if known)	
Reference / Complaint / Case Number (if any)	
Reason communicated by the bank (if any)	
Amount currently available in the account (if known)	

4. Request Letter

Subject: Request for review and removal / release of lien marked on my bank account

Respected Sir / Madam,

I am maintaining the above-mentioned account at your branch. I have noticed that a lien / hold of ■ _____ has been marked on my account. I request you to kindly examine the lien and provide the

reason, date, amount and reference number under which it was placed, if these details have not already been communicated to me.

I state that I have taken the following action / resolved the underlying issue, wherever applicable:

I am enclosing the relevant supporting documents for your verification. If no further restriction or instruction from a competent authority prevents release, I request you to kindly process the removal of the lien and restore the amount to my available balance. If the lien cannot be removed by the branch, please inform me in writing of the reason, the authority / department handling the matter, the reference number and the steps required from my side.

Kindly acknowledge receipt of this application and provide a service request / complaint number. Please communicate the decision to me using my registered contact details.

Thank you.

Yours faithfully,

Signature of Account Holder:		Date:	____ / ____ / _____
Name:		Place:	

5. Enclosures (Tick the documents attached)

■ Self-attested identity / address proof (if required)	■ Bank statement / passbook page
■ Screenshot / message showing lien details	■ Proof that dues / issue have been resolved
■ Relevant transaction receipt / UTR	■ Court / police / authority release order (if applicable)
■ Earlier complaint or bank communication	■ Other: _____

6. Applicant Declaration

I confirm that the information provided in this application and the documents enclosed are true to the best of my knowledge. I understand that submission of this request does not guarantee release of the lien and that the bank may verify the matter or seek additional documents.

Applicant's Signature: _____	Date: ____ / ____ / _____
Full Name: _____	Place: _____

For Bank Use Only

Received By / Employee Name		Date	
Acknowledgement / Service Request No.		Branch Seal	
Remarks / Action Taken			