To

The Bank Manager of Himachal Pradesh Gramin Bank, [mention here the branch location name].

(Subject: Application for Mobile Number Registration with My Bank Account)

Dear Sir,

With due respect and humble submission, I beg to state that I am [Mention Your Name].

I have an Account in Himachal Pradesh Gramin Bank, [Mention Branch name], [Account Number], [Mobile Number], [Address]. I feel that I had made a Mistake during the opening of Bank Account and forgotten to mention my Mobile number. Now I am mentioning my Current active Mobile number i.e. [Mention here your current active mobile number] for being registered with my Bank Account.

Therefore, I shall be Very Grateful if you register my Current Mobile Number With my Bank Account.

Yours faithfully,

Name:

Address:

Mobile Number:

Account Number: