**From** ………………………

This is not a form or format. Please do not fill in the blanks and send.

Use this as a template. Write your own letter and get it typed, using this as a model/sample.

Self-attest all att documents.

Mobile No…………….

**To,**

The Manager

....................................

………………………. Branch

……………………….

(Through Zila Sainik Board …….)

**APPLICATION FOR OPENING DSP ACCOUNT**

Respected Sir,

1. Please ref PPO No…………………………… and my pension account no……………………………
2. It is requested that the above account may please be converted to DSP Account, so that I shall be eligible for all associated benefits applicable to ex-servicemen, as per SBI policy/rules.
3. In case the conversion of existing account is not feasible, kindly open a new DSP Account, and kindly ensure that there is no break in crediting of monthly pension.
4. The following documents are encl:-
5. Copy of PPO.
6. Copy of first page of Bank Pass Book

Yours faithfully,

Place:

Date :

**Copy to**

State Bank of India CPPC  
SamridhiBhavan  
1, Strand Road  
Kolkata - 700 001

**RECOMMENDATIONS**

Place:

Date : (Secretary, Zila Sainik Board)