

**From**

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

**Designation:..... ..**

**Personal.Mob No: ..... ..**

**To**

**The Manager**

**Indian Overseas Bank**

.....

**Sir,**

**Sub: Standing instruction to transfer Cash-Request reg:-**

**Ref: AC No-020802000001223 Thrissur**

**Kind attention is invited to the subject and reference cited above.**

**I have SB Account in Indian Overseas Bank .....  
(Branch) as AC No..... I would like to transfer  
Rs.100/- (Hundred Rupees Only) on the .....day of every month from my  
above account to the Ac No- 020802000001223 IFSCCode IOBA0000208  
Thrissur in respect of 'MERCY COPS' charitable trust for the purpose  
of charitable activities. This instruction will remain in force until further  
communication in this regard.**

**Thanking you**

**Place:**

**Yours faithfully**

**Date:**

**Name: .....**

**Signature:.....**

**Introduced by-.....**