

**From**

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

**Designation:.....**

**Personal Mob No;.....**

**To**

**The Manager**

**State Bank of India**

.....

**Sir,**

**Sub: Standing instruction for transferring amount –Request reg:-**

**Ref: AC No 38923783515-SBI Pattambi**

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

**I have SB account in SBI.....(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. 38923783515, IFSCCode SBIN0070186 SBI Pattambi 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:**

**Signature:.....**

**Name: .....**

**Introduced By:.....**