

REFUND REQUEST (LOCAL SD)     IR REFUND (IR SD)  
 IR CANCELLATION     BALANCE TRANSFER REQUEST



To  
 Head of Customer Service Division  
 GrameenPhone Ltd.

Subject: Mobile number 

0	1	7									
---	---	---	--	--	--	--	--	--	--	--	--

Dear Sir,

I would like to request you for aforementioned issue for TK..... Of the mentioned number and provide me the refund amount (If any) by-

**For Local Refund:**

transfer to another GP Pre-Paid/Post-Paid number: 

0	1	7									
---	---	---	--	--	--	--	--	--	--	--	--

Amount: Tk. ....

Cash refund from: Finance or GPC Name \_\_\_\_\_

Refund (Cheque or Bank Transfer) A/C no \_\_\_\_\_ Bank Name \_\_\_\_\_

A/C Name \_\_\_\_\_ Branch Name \_\_\_\_\_

➤ Name of the Authorized person (Other than subscriber): .....

Sign of authorized person: .....

**For IR Refund:**

Bank or Credit Card transfer:

Account number \_\_\_\_\_ Bank Name: \_\_\_\_\_

Account Name: \_\_\_\_\_ Branch Name: \_\_\_\_\_

Credit Card number \_\_\_\_\_

(Please provide me the refund amount by the credit card of the same bank from which IR security Deposit was charged as per government and company policy.)

Previous International Credit Card is not available

Switching to new Credit Card from Same Bank/Institution. (other issuing Bank/Institution)

***I want to receive my IR SD or IR Advance (previously settled from my international credit card in USD) in BDT, due to unavailability of my international credit card. However, I undertake the responsibilities in future may derive from Bangladesh Bank's directives (if any) regarding the above subject matter and accept all directives at that point of time.***

**Thanks**

.....  
 Signature of the subscriber  
 Name:

Contact No.:

<i>For office use only</i>			
Letter received by: _____		Sign : _____	
Mobile Number : _____		Date : _____	
Location : _____		Seal : _____	