

Date:

Managing Director
Parkway Securities Limited
Room No. 901 (8th Floor)
9/E, Motijheel C/A, Dhaka-1000

Subject: **Regarding wrong spell of my name in my National ID Card.**

Dear Sir,

I, Mr./Mrs./Ms have been maintaining a BO account bearing account number: 1 2 0 1 5 2 0 0 , which Customer ID No. with your esteemed brokerage house. For your further information, it may be mentioned that unfortunately my name has been recorded as in my National ID Card, which is incorrect. But, the accurate spell of my name is, which has been mentioned in my said BO account at the time of account opening with you.

Therefore, I do hereby request you to take it correct as my 'Account Title', which has been mentioned in my said BO account along with its customer account with you and I shall be liable for that if any problem occurs in future for this mismatch. Moreover, I shall be liable to submit my National ID Card to you whenever it will go under correction with the accurate spell of my name as stated above.

Your kind cooperation regarding this matter will be highly appreciated.

Thanking you,

Yours truly,

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Name:

Address:

Contact No.