

To

The Branch Manager

Life Insurance Corporation of India

Branch: _____

Subject: Request for change of premium payment mode in LIC Policy

Respected Sir/Madam,

I, _____, am the policyholder of Life Insurance Corporation of India. I request you to kindly change the existing premium **payment mode** of my LIC policy as per details given below.

Policy Details:

- Policy Number: _____
- Name of Policyholder: _____

Premium Mode Change Request:

- Existing Premium Mode: _____
- Requested New Premium Mode: _____

I request you to please effect the above change from the **next due premium**. I am enclosing the required documents, for your reference.

Kindly do the needful at the earliest.

Thanking you.

Date:

Yours faithfully,

Signature: _____

Mobile No: _____