

Date:

The Branch Manager,  
LIC of India,  
(Address of your present LIC Branch)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sub: **Change of Premium Mode**

Ref: **Policy No(s)**. \_\_\_\_\_.

Dear Sir,

You are requested to please change the premium mode of my above-mentioned policy to  
Quarterly / Half-Yearly / Yearly Mode.

Your early action will be highly appreciated.

Thanking you

Sincerely yours

(Signature, Name & Address of the applicant)