To,  
Mr. Branch Manager Sir,  
\_\_\_\_\_\_\_\_\_\_ [Bank Name]  
\_\_\_\_\_\_\_\_\_\_ [Branch Name]  
\_\_\_\_\_\_\_\_\_\_ [Address]  
Date: \_\_\_\_\_\_\_\_\_\_  
Sir,  
Subject: Request Letter For Refund Of Bank Fee  
I humbly request that I have been an account holder with \_\_\_\_\_\_ [Your Name] in your bank for some years. Consolidated fees of \_\_\_\_\_\_\_\_ [as many as debited] have been deducted from my account due to \_\_\_\_\_\_\_\_ [due to which the money has been debited]. \_\_\_\_\_\_\_\_\_\_ Reason I could not use my account.  
Therefore, you are requested to kindly refund my charges and return the amount to my account. I will always be grateful to you.  
Yours Sincerely,  
\_\_\_\_\_\_\_ [Your Signature]  
\_\_\_\_\_\_\_ [Your Name]  
\_\_\_\_\_\_\_ [Account Number]  
\_\_\_\_\_\_\_ [Contact Number]