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T Bank Ltd

Date:

To,

The.....

T Bank Ltd.

Branch.....

Mr/Mrs/Miss/Dasho/Aum.....a regular employee of
..... has applied for a
(Loan type).....of Nu.....
(Ngultrum.....)

If the loan is sanctioned, we hereby undertake to deduct the monthly installment from his/her salary and remit it to your bank until the loan is fully liquidated. In the event of the employee being suspended or resigning/absconding/or being terminated from the service, we hereby undertake to recover the loan outstanding from his/her service benefits. In case of transfer of the employee, we shall inform the concerned department to deduct the monthly installment and remit it to the bank without any failure.

(Employee Details)

Designation:	Provident Fund A/C No:
Grade:	Years to retirement:
Date of Joining.....	

Monthly Salary Details (Nu)

Basic Salary.....	Allowance.....	Gross Salary.....
P/F.....	Salary Tax.....	Health Tax.....
House Rent.....	GIS.....	Vehicle Loan.....
Housing Loan.....	Personal Loan	Advance.....
Others.....	Total Deductions.....	Net payable.....

(Personal Seal)

Accounts Officer Name..... Signature

Signature of Head of Department/Organization.....
Name.....

(Personal Seal)

(Office Seal)

"Your Personal Bank"

Head Office: (00-975-2) 337282
Branch Office: (00-975-2) 337283

Fax : 336236
Fax : 337284