

Request for loan:

Employee Name:	B.Shekappa	Outstanding loan	- N/A -
Designation:	Driver	Monthly Repayment	- ✓
Division:	Admin		
Company:	Soham Modi HUF		

Loan amount		Monthly deduction:	
Requested:	Rs.10,000 /-	Requested:	Rs.500/-
Recommended:	Rs. 10,000/-	Recommended:	Rs. 500/-
Approved	10,000/-	Approved	500/-
Purpose of Loan: Bike Loan			
24/6/17			
Remarks: Bike is having major engine problem.			



	Accounts	Admin	Managing Director
Approved By	N. Rajkumar	Jaikumar	
Signature	Rajkumar	Jaikumar	
Date	24/6/17	24.6.17	

To,
The Managing Director,
Modi Properties Pvt. Ltd.

Sub: Regards for vehicle repairs loan 10000/-

Through

HR Manager,

Sir,

I "B. Sekappa" working
as Driver, My Personal Bike are not good to work.
Therefore required loan for vehicle repairs Engine
problem 10000/-

Kindly issue to 10000 Rs. Sir, I shall be
very thankful to you.

DATE: 24/06/17

SIR: ,



Yours Faithfully

B. Sekappa

Driver

MPPCL (K)