

Request for loan:

Employee Name:	B.Mallikarjun	Outstanding loan	-
Designation:	Engineer	Monthly Repayment	-
Division:	Construction		
Company:	Nilgiri Estates		

Loan amount		Monthly deduction:	
Requested:	Rs.25,000 /-	Requested:	Rs.1,000/-
Recommended:	Rs. 25,000/-	Recommended:	Rs. 1,000/-
Approved	25K	Approved	1,000/-
Purpose of Loan: Laptop Loan			
Remarks: Laptop for office use and personal use.			

	Accounts	Admin	Managing Director
Approved By	Lavanya D.	G. Jaikumar	APPROVED BY 27 JUN 2017 SUHAM MODI MANAGING DIRECTOR
Signature	Lavanya D.	lg	
Date	27/6/17.	27-06-2017	

Jairumar

From: Mallikarjun B [mallikarjun@modiproperties.com]
Sent: 24 June 2017 14:54
To: Admin
Cc: Suneel
Subject: Reg: laptop specifications

Sir,

My requirement is Intel core i3 processor with 4GB DDR4 RAM / 1 TB HDD windows 10 for which the price range is 26K to 30K.

Please do the needful.

Regards,

Mallikarjun
Engineer | +91 9441114139 | mallikarjun@modiproperties.com
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32000

Jaikumar

From: Mallikarjun B [mallikarjun@modiproperties.com]
Sent: 19 June 2017 15:50
To: Admin
Cc: Soham Modi
Subject: Loan for laptop

Follow Up Flag: Follow up
Flag Status: Flagged

Sir,

I need loan to purchase a laptop for my personal use as well as office use as the computer's at site are frequently getting repaired and we are facing problem in using them.
So, kindly requesting you to look into the above issue and provide me loan as per the company norms and that amount can be deducted Rs. 1000-00 per month from my salary.

Regards,
Mallikarjun.