

Request for loan:

Employee Name:	B.Sarath Kumar	Outstanding loan	Rs.4,000 /- ✓
Designation:	Engineer	Monthly Repayment	Rs. 500 /-
Division:	Construction		
Company:	Paramount Estates		

Loan amount		Monthly deduction:	
Requested:	Rs.20,000	Requested:	Rs.600/-
Recommended:	Rs.15,000	Recommended:	Rs.1,000/-
Approved		Approved	
Purpose of Loan: Expenses towards traditional rituals to be performed.			
Remarks: Not approved ✓ 11/1/16			

	Accounts	Admin	Managing Director
Approved By	Y. Amar	Jai Kumar	
Signature	ASD	Panji	
Date	11/01/17	11-1-2017	

~~Not~~

Jai Kumar

From: Jai Kumar [admin@modiproperties.com]
Sent: 11 January 2017 14:43
To: 'Hr'
Subject: FW: Loan Requirement- Regd B.Sarath kumar

FYI

Dear Jai,

Sarath , engineer at PMR II is having a financial requirement and is opting for a loan from office.

He requires around 15000 Rs towards expenses for his traditional rituals to be performed. Since this is an unplanned move, he requires it urgently.

At present there is a deduction of Rs 600 towards an earlier loan.

Request your assistance in this regards.

A Andrews
Admin Manager | +91 83747 19991 | andrews@modiproperties.com

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