## **Loans** and **Advances**

| Name of the Company:         |                           | NE                |                  |                       |                        |                     |                                   |
|------------------------------|---------------------------|-------------------|------------------|-----------------------|------------------------|---------------------|-----------------------------------|
| For the month:               |                           | May'2021          |                  |                       | Date:                  | 27-May-21           |                                   |
|                              |                           |                   |                  |                       |                        |                     |                                   |
| Signature of the Accountant: |                           | D.Lavanya         |                  |                       | Verified by:           |                     |                                   |
| Sl.No.                       | Name of the Employee      | Salary<br>Advance | Personal<br>Loan | On Account Deductions | Fines/Other deductions | Total<br>Deductions | Out Standing Loan<br>(Mandatory ) |
| 1                            | NIL                       | 0                 | 0                | 0                     | 0                      | 0                   |                                   |
| 2                            |                           |                   |                  |                       |                        |                     |                                   |
| 3                            |                           |                   |                  |                       |                        |                     |                                   |
| 4                            |                           |                   |                  |                       |                        |                     |                                   |
| 5                            |                           |                   |                  |                       |                        |                     |                                   |
| 6                            |                           |                   |                  |                       |                        |                     |                                   |
| 7                            |                           |                   |                  |                       |                        |                     |                                   |
| 8                            |                           |                   |                  |                       |                        |                     |                                   |
| 9                            |                           |                   |                  |                       |                        |                     |                                   |
| 10                           |                           |                   |                  |                       |                        |                     |                                   |
| 11                           |                           |                   |                  |                       |                        |                     |                                   |
| 12                           |                           |                   |                  |                       |                        |                     |                                   |
| 13                           |                           |                   |                  |                       |                        |                     |                                   |
| 14                           |                           |                   |                  |                       |                        |                     |                                   |
| 15                           |                           |                   |                  |                       |                        |                     |                                   |
| 16                           |                           |                   |                  |                       |                        |                     |                                   |
| 17                           |                           |                   |                  |                       |                        |                     |                                   |
| 18                           |                           |                   |                  |                       |                        |                     |                                   |
| 19                           |                           |                   |                  |                       |                        |                     |                                   |
| 20                           |                           |                   |                  |                       |                        |                     |                                   |
|                              |                           |                   |                  |                       |                        |                     |                                   |
|                              |                           |                   |                  |                       |                        |                     |                                   |
|                              |                           |                   |                  |                       |                        |                     |                                   |
| Note: I                      | Please mention deductions |                   |                  | HR & Admin.           |                        |                     |                                   |