**(To be submitted by Account Holder)**

Date:

To

………………………………………………………………… *(Insert the name and address of bank here)*

…………………………………………………………………

…………………………………………………………………

Subject: **Standing Instruction for Loan Installment Payment**

Dear Sir/Madam,

Please set up standing instruction on my account as follows:

**DEBIT:**

Savings Account Holder Name:

Account Number:

Bank Name:

Bank Branch:

**CREDIT:**

Loan Account Holder Name:

Account Number:

Bank Name:

Bank Branch:

Please set up the standing instruction to transfer to my loan account on or immediately after the 25th of the month. This standing instruction shall be enforced from August 2019 till …………………………. (*Loan liquidation period*) and any changes shall be intimated accordingly.

Yours sincerely,

(Name)

CID:

EID:

Contact Number: