



# ScorpiQ Solutions

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## Loan Application Form

### Personal Details

Full Name: AKASH C Employee ID: SS15  
Designation: Software Engineer - 1 Department: IT  
Date of Joining: 19 February 2024 Contact Number: 7736970618  
Email Address: akashaku32@gmail.com

### Loan Request Details

Amount Requested (INR): 1,25,000

Reason for Loan: purchase of bike

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Preferred Loan Start Date: 29-04-2025

### Repayment Terms

1. The loan is interest-free and must be repaid in 24 equal monthly installments.
2. Monthly repayments will be automatically deducted from the employee's salary.
3. If the employee resigns or is terminated before completing the 24-month repayment period, the outstanding balance must be fully settled before the last working day.
4. Any failure to settle the balance will result in recovery action as per company policy.

### Declaration by the Applicant

I, AKASH C, hereby apply for the above-mentioned loan and confirm that the information provided is true and correct to the best of my knowledge. I understand and agree to the repayment terms stated above and authorize monthly deductions from my salary. I also agree to settle the outstanding amount in full if I leave the organization before the loan is fully repaid.

Signature of Applicant: \_\_\_\_\_

Date: 24-04-2025

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### For HR/Finance Use Only

Loan Approved Amount (INR): \_\_\_\_\_ Monthly Installment (INR): \_\_\_\_\_

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Loan Start Date: \_\_\_\_\_ Expected Completion Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Designation: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

5/289 Room 1A, Vaikom Road, Udayamperoor P.O. Ernakulum, Kerala – 682307 Phone: +91 - 7902978024