To Date: <Date>

The Centre Head

IDBI BANK LTD. - RAC

Surat.

Sub: - Application to Credit the loan amount into

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Respected Sir

I have been sanctioned HL/LAP Loan of Rs <Loan Amount> (Rs <In words> only) in the name of MR. <Applicant> & MR <Co-Applicant>. I hereby request you to issue pay order of:

1) Rs. <Pay Order Amount> in favor of <Payee Name>

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I also undertake that I will not raise any issue in future in this matter.

Thanking you

Yours Faithfully

Applicant’s Name: MR. <Applicant> Signature:

Applicant’s Name: MR. <Co-Applicant> Signature:

Place: Surat

Date: <Date>