

Service Request Form

[Please fill up in BLOCK letters]

CIF:

Date:

The Manager
IDLC Finance Limited

Branch

Account Name

Loan Account Number

Service Request

Please put tick mark (✓) in relevant box and fill with required information

Prepayment /Foreclosure	Prepayment Amount BDT: <input type="text"/>
	Charges: <input type="checkbox"/> Inclusive <input type="checkbox"/> Exclusive
	Effect Type: <input type="checkbox"/> EMI <input type="checkbox"/> Term
	Reasons for Prepayment / Foreclosure:
Prepayment /Foreclosure	Source of Pre-payment/Foreclosure Amount:
	<input type="checkbox"/> Own Savings <input type="checkbox"/> Bank Borrowing <input type="checkbox"/> Retirement Benefits
	<input type="checkbox"/> Sales of Asset/ Property <input type="checkbox"/> Business income <input type="checkbox"/> Others (Pls specify):
	Cheque to be issued from borrower's own/Co-applicant account/from the concerned Bank or Financial Institution (FI) Name of the Bank/Financial Institution:
[The service delivery will be subject to the terms and conditons of the facility]	
Conversion of Interest Rate Mode	Conversion Type:
	<input type="checkbox"/> Fixed To Variable <input type="checkbox"/> Fixed Spread to Variable Spread (FS to NFS) (Opt out declaration is mandatory**)
	Effect Type: <input type="checkbox"/> EMI <input type="checkbox"/> Term
	Reason(s) for Conversion:
Conversion fee will be applicable as per schedule of charges/fee	

Installment Date Shifting	From To
	Reason(s):
Loan Term Change	<input type="checkbox"/> Reduction <input type="checkbox"/> Extension
	Reason(s):

[Supporting documents to be submitted by applicant/co-applicant (as required)]

I/we do hereby agree to the above mentioned terms and conditions.

Signature of Applicant

Signature of Co-Applicant/Joint Applicant
(When applicable)

****Declaration for Opting out from Fixed spread**

I/We would like to inform you that I have been maintaining a fixed spread variable rate Home Loan account with IDLC since The present outstanding is BDTand interest rate is As per the agreement with IDLC, the interest rate of Loan is aligned with Cost of Fund Index for NBFIs which is reviewed on half yearly basis (twice in a year). Considering the present market practice, I/we am not interested to continue fixed spread variable rate which is linked with Cost of Fund Index.

Therefore, I/we would request to opt out fixed spread and convert my Loan account from fixed spread variable rate to Non Fixed Spread variable rate.

Signature of Applicant