

Place : _____
 Date : _____

To
 The Manager, _____ Branch

DL / SOD No. : _____

Dear Sir,

I/We request you to grant a Loan / Overdraft of Rs. _____ to me/us against the under mentioned deposit(s) @ _____ interest keeping a minimum margin of _____% as per bank's rules for the purpose of _____. The relative deposit Receipt(s)/Pass Book(s), duly discharged by me/us is/are enclosed.

S.No.	Name(s) of the Depositor(s)	Nature & Deposit No.	Date	Amount	Interest rate	Due on	Present Value

You are at liberty to adjust the said loan/overdraft from the proceeds of the above deposit(s) and the renewals there of at any time without reference to me/us. You are at liberty to exercise lien on the above deposit(s) for all monies now owing are will at any time be owing by me/us.

Interest payable on the above deposit(s) may be credited to the said loan or over draft. It is your discretion to cancel the above deposit(s) before the due date to adjust the said loan / over draft. The above deposit(s) is/ are free from any encumbrances.

The above deposit(s) is / are in the name of _____ who is a minor. I am the guardian being his/ her Father/Mother/appointed by the court. The loan is required for the benefits of the said minor.

Name & Address(es) of the Depositor(s)

Yours faithfully,

Signature of the Depositor(s)

OFFICE USE		Stastical Data (Please tick which ever is applicable)	
1. Gender	Male / Female	4. Status	Priority / Non priority
2. Category	SC / ST / OBC / Others	5. Segment	
3. Community	HIN / CHR / MUS / SIK / BUD / ZOR	6. Nature	T.L / SOD
Amount of advance that can be allowed Rs. _____ Lien on deposit is noted.		The signature(s) / Photo graph(s) of the depositor(s) is/are verified.	
Clerk		Officer	
Deposit Loan / SOD Rs. _____ sanctioned at @ _____ p.a. as per terms and conditions above.			
Authorised Signatory			

Rs. _____

LOAN No. _____

Place : _____
 Date : _____

On Demand I / We _____ promise to pay THE VISAKHAPATNAM CO-OPERATIVE BANK LTD., _____ Branch or Order the Sum of _____ Rupees _____ only together with interest on such sum from this date at _____% p.a. compounded Monthly / Quarterly