

Loan Case No. should always be quoted for further correspondence

# S. E., S.E.C. & E. CO. Rlys. Employees' Co-operative Credit Society Ltd.

93, CIRCULAR GARDEN REACH ROAD, KOLKATA - 700 043

For  
Chief Manager,  
S. E., S.E.C. & E. Co. Rlys. Employees' Co-operative  
Credit Society Ltd.

To  
Sri / Smt. \_\_\_\_\_

..... Branch

Ref. No. S.E., S.E.C. & E.Co. Rlys. ECCS/ Dated \_\_\_\_\_

Re : Your Loan Case No. \_\_\_\_\_ Dated \_\_\_\_\_

Your above Loan case is returned herewith with the following observation (s) for your early compliance :-

1. That your P.F. No. differs which needs certification by the Bill Compiling Officer.
2. That your date of birth / appointment differs from our record which needs certification by the Bill Compiling Officer
3. That two consecutive recoveries of your previous loan have not been effected.
4. That your Basic Pay needs be certified by your Bill Compiling Officer.
5. That your father's name / husband's name differs from our record which needs certification by the bill Compiling Officer
6. That you were advance loan of Rs. \_\_\_\_\_ on \_\_\_\_\_ hence the second loan is not permissible at this state
7. That you are eligible to get loan of Rs. \_\_\_\_\_ repayable in \_\_\_\_\_ monthly instalment as per rules.
8. That you are eligible for the above loan, repayable in \_\_\_\_\_ instalments only due to your coverage or you may give your consent for the advance recovery of one or more instalments of your present loan.
9. That you are furnish your previous Bill Unit No. particulars clearly.
10. That you shall have to replace surety No. \_\_\_\_\_ as he/she is over aged.
11. That you shall have to get the date of birth / appointment / Basic Pay / P.F. No. of your Surety No. \_\_\_\_\_ certified by your departmental Bill Compiling Officer.
12. That you shall have to furnish fresh consent of your sureties through the enclosed form U. B. 74
13. That your signature in capital letters on your above loan application is not acceptable. You may however put your LTI duly getting the same attested by your departmental Gazetted Officer.
14. That your date of priority has been charged to \_\_\_\_\_
15. That your have not yet cleared 12 CMTD instalments.
16. That you shall have to furnishes one more surety.
17. That \_\_\_\_\_

For CHIEF MANAGER

(This is to be attached with loan cases)