

APPLICATION FOR CLOSING OF LOAN ACCOUNT

LOAN CODE NO. :

SOCIETY : CGHS Ltd.

To

The General Manager,
Delhi Co-operative Housing Finance Corporation Ltd.
3/6, Siri Fort Institutional Area, August Kranti Marg,
New Delhi-110049

Dear Sir,

I have refunded a sum of Rs. _____ as full and final loan outstanding including upto date interest due against my name through Cheque/Demand Draft No. _____ dated _____, drawn on the _____ vide receipt No. _____ dated _____, I, therefore, request that my loan account may please be marked "Closed" and also request :-

I. To return the following :

1. Loan Linked Deposit
2. Original documents
 - (i) to me, as I have not taken 2nd loan from any other financial Institution/Employer.
 - (ii) to my employer on the address given below :

_____ PIN Code

3. Post Dated cheque(s) for the months(s) _____

II. Refund of cheque on account of Loan Linked Deposit etc. may be drawn in my favour on my Bank. Details are as under : Enclose a cancelled cheque of the borrower.

1. Name of the Bank
2. Branch
3. City
4. S.B. A/c No.

III. ADDRESS FOR COMMUNICATION (If there is any change) :

New postal address is as under :

Name _____
Address _____
Place _____
PIN Code _____
Phone No. (O) _____ (R) _____
(M) _____

Yours faithfully,

Signature _____

Name of Borrower _____

Date _____

ACKNOWLEDGEMENT RECEIPT

Received application for closing of Loan Accounts from Shri/Smt. _____

Loan Code No.

Authorized Signatory of
the DCHFC

Date _____

Note : Loan Linked & Original documents will be released on last day of the month, if the full payment is made before 15th of the month.