

To
The Branch Head
The Eastern Railway Employees' Co-operative Bank Ltd.
_____ Branch

Dated: _____

Sir,

Ref: Member ID/Employee no. _____

I would like to inform you that I have not received the Dividend for the financial year _____ as released by you.

Therefore, I would like to request you to arrange for credit of amount due to me in my SB A/C No. _____ with your branch.

Since I do not have any SB A/C with your Bank the said amount is required to remit to SB A/C No. _____ in the _____ Bank at _____ branch with IFSC _____

(Enclosed Please Find a Cancelled Cheque)

Yours faithfully,

(signature of member to be match with our data)

Mobile No. _____

For Office Use only: -

- 1) As per record, the applicant is eligible to have Dividend for the financial year of _____. His / her S.B. A/c. as stated above with our Branch stands as Operative and the status of the loan stands as Standard.
- 2) The application is rejected on the ground:
 - (a) The loan account of the member is NPA.
 - (b) The SB a/c is inoperative.
- 3) Since the loan A/C is NPA, Dividend is hereby kept under the head of "Dividend Payable".

Signature of the Branch Head with Seal