

.....
.....
.....
.....
.....

Dear Sir,

Remittance of Monthly Salary / Loan Installment

Please make arrangements to remit

a) My monthly salary and allowances to National Development Bank PLC, with immediate effect.

Or

b) A sum of, as my loan monthly installment to National Development Bank PLC, with immediate effect and comply with any subsequent changes to this amount at the request of the said bank.

The Bank will inform you the branch and the account number to which the salary / loan installment should be remitted.

Also please note that the above instruction should not be revoked unless written instructions are received from The Manager (Credit) Consumer Banking, National Development Bank PLC, No103A.Dharmapala Mawatha, Colombo 07.

Thanking You

Yours faithfully,

.....
(Signature)

Full Name :

EPF Number / Employee Number :

NIC Number :