

CEO & Trustees  
**Meghna Life Ins. Co. Ltd.**  
(Employees) Provident Fund.  
Head Office  
Dhaka.

Dated:.....

Subject: **Prayer for sanction of Loan against PF.**

Dear Sir,

I have the honour to request you kindly to sanction me a loan of TK.....  
(Taka:.....) only from Provident Fund against my own  
subscription admissible under the **PF Rule-34**. I agree to abide by the rules and regulations of the  
Provident Fund and also to pay installment from my salary as to be decided by the Trustees.

Thanking you,

Yours faithfully,

Signature : .....

Name : .....

Designation : .....

Division/Dept.: .....

P.F. A/C No : .....

No. of installment:.....

Bank Name, A/C No. & Br.: .....

Recommendation of  
Department Incharge/Zonal Incharge. ....  
.....

<b>FOR THE USE OF PF SECTION</b>
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Name: ..... PF A/c. No. ....

Amount of Own Subscription **Tk.** ..... @ 80% = **TK.** .....

Loan prayed for **Tk.** ..... No. of installment:.....

Sanctioned Amount **Tk.** ..... **Taka (In Words)** .....

**Previous Loan:**

\_\_\_\_\_  
**Secretary**  
Provident Fund

\_\_\_\_\_  
**EVP Admin & Trustees**  
Provident Fund

\_\_\_\_\_  
**Addl. MD**  
Trustee Provident Fund

\_\_\_\_\_  
**CEO & Trustees**  
Provident Fund