



FUNDILIMA SACCO SOCIETY LTD

P. O. BOX 62000 – 00200, NAIROBI

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Email: fundilimasacco@yahoo.com

SALARY ADVANCE/SALARY INADVANCE FORM

MEMBERS ADDRESS.....

TELEPHONE NO.....

RE: REQUEST FOR SALARY ADVANCE/ SALARY IN ADVANCE

The manager,

Dear Sir/Madam

NAMEID.NO.....A/C.NO.....Do hereby request For salary advance of Kshs.....(in words)..... to be recovered in full from my salary for a period of Months. I understand a preferred interest of 7% will be charged directly to my account on reducing rate.

Yours faithfully,

Signature..... Date

REPAYMENT GUARANTEE

We the undersigned do hereby accept jointly and severally liability for the repayment of the Advance in the event the borrower defaults.

NAME	FOSA. A/C	PF NO.	SIGN	AMOUNT
1.				
2.				

TO BE FILLED BY DEPARTMENT SUPERVISOR

I, _____ PF.NO _____ OF _____ Department confirms that the bearer will be Working in my department for the period ending _____ and I recommend that you grant Him/Her the Salary Advance of ksh _____ payable in _____ month/s.

Supervisor's Signature _____ ext. no _____

FOR OFFICIAL USE

Advance Applied Kshs. Amount RecommendedBy.....Date.....

Amount Approved Kshs.By Sign.....Date

Name of person Posting Signature Date