

Request letter from borrower for restructuring of Personal Loan due to Covid Pandemic

The Chief Manager/Senior Manager/Manager,
Indian Bank,
Branch.....

Date:
Place:

Dear Sir,

My Personal Loan A/c. No.-----

A loan of Rs..... was sanctioned to me under
_____ Scheme as per details hereunder:

1. Amount of Loan:
2. Date of Sanction:
3. Monthly instalment:
4. Repayment to start from:

On account of COVID Pandemic /other financial crunch and with change in economic scenario, my cash flow is impacted and I am not able to pay my instalment regularly. The required documentary proof is being enclosed herewith.

I request you to reschedule/ rephase my account suitably.

Yours Faithfully,

(Signature of the borrower)

(Signature of the Guarantor)

Name of the borrower-----Name of the Guarantor-----