ROYAL INSTITUTE OF MANAGEMENT

RIM Employee Loan Application Form (F IV)

Name of the applicant:	Name of the Surety:
Date of birth:	Date of birth
Citizenship ID No.	Citizenship ID No.
Permanent Address:	Permanent Address:
Date of joining RIM:	Year of Joining RIM:
Year of Joining Service:	Year of Joining Service
Basic Pay & Allowance	Basic Pay & Allowance
Employee ID No:	Employee ID No.
Loan Amount Applied for: Nu……	Circle your Loan Liquidation Period: 1 yr 2 yrs, 3 yrs 4 yrs 5 yrs
( ) only at 8% interest per annum calculated on the monthly balances based on the banking principle	Monthly Repayment installation: Nu…… (……...) only is authorized to be deducted from my salary before deduction of any other loan from any other sources
Loan is provided only for one of the following purposes: (Tick your purpose) 1.Vehicle purchase 2.Children education or self education 3.Purchase of land or/and building 4.Health reasons 5.Repayment of any outstanding loan to Financial Institutions in Bhutan	**Applicant:** Undertaking: I, Mr, Mrs, Miss, Ms ……an employee of the RIM would like to authorize the Institute (RIM) management to deduct from my monthly salary, the loan installment. In the event I am transferred or/and decide to leave the institute, I will clear the full loan before I go out. My surety will be fully responsible for the loan repayment in the event the loan remains unpaid for any reason. Name and signature: Date: Legal stamp

DISCLOSURE OF OTHER LIABILITIES

Type	Amount	Monthly Installment	Payable to
1. Loan			
2. Court Orders			
3. Total Statutory Deduction			

Surety:

I, Mr, Mrs, Miss, Ms……..., an employee of the RIM would like to stand as a full surety (ready to undertake full liability if needed) of the above applicant for the loan taken vide this application.

Name and signature:

Date:

Legal stamp

DECISION OF RIM MANAGEMENT

RIM Loan Committee

1.

2.

3.

4.

1. Loan Approved (Amount Nu……)
(……) only
2. Loan Not Approved

DIRECTOR, RIM