

# Uva Wellassa University of Sri Lanka

## Application for loan (Distress / Computer / Vehicle/ Staff)

- 1) Full Name :-.....  
 .....  
 2) Private Address :-.....  
 .....  
 3) NIC No :-..... 4) UPF No:-.....  
 5) a) Designation :-.....  
 b) Department :-.....  
 c) Consolidated salary :-..... d) Allowance :-.....  
 6) a) Date of Birth :-..... b) Age :-.....  
 7) Date of first Appointment :-.....  
 8) If transferred,date transferred } :-.....  
 and previous working place } :-.....  
 9) Civil Status :-.....  
 10) Details of spouse  
 a) Name :-.....  
 b) Place of Work :-..... c) Designation:-.....  
 d) Monthly salary :-..... e) Allowance :-.....

11) Details of Dependents

Name	Age	Relationship
(i).....	.....	.....
(ii).....	.....	.....
(iii).....	.....	.....
(iv).....	.....	.....

- 12) Reason for applying for loan :-.....  
 13) Amount requested as loan :-.....  
 14) Proposed Surety

Name	Designation	UPF No	Department
(i).....	.....	.....	.....
(ii).....	.....	.....	.....

15) Loan Details (fully settled & outstanding)

Type of Loan	Amount Obtained	Date obtained	Monthly installment	Outstanding Balance
(i) Distress	.....	.....	.....	.....
(ii) Vehicle	.....	.....	.....	.....
(iii) Computer	.....	.....	.....	.....
(iv) Staff	.....	.....	.....	.....
(v) UPF	.....	.....	.....	.....

16) Existing liabilities as surety

Name of borrower	Amount
(i).....	.....
(ii).....	.....
(iii) .....	.....

17) Remarks if any :-.....  
 .....

I do hereby truly and sincerely declare that the above particulars furnished by me are true and correct to the best of my knowledge.

.....  
 Date

.....  
 Signature of the Applicant

**Certification (To be filled by the Human Resource Division)**

I certify that the particulars furnish 1 to 11 in this application are true and correct according to the employee's personal file maintained in this office.

.....  
 Date

.....  
 CAA- Human Resource Division

.....  
 Date

.....  
 Senior Assistant Registrar