

PART PAYMENT REQUEST FORM (Individuals)

To,
The Branch Manager
HDB Financial Services Limited,

Date: _____

Dear Sir/Madam,

Loan Account No:

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 Product: _____

GSTIN (if applicable)

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I/We have availed a loan under the above mentioned Loan account no. and would like to make part payment of Rs. _____ in the said loan account.

I/We are aware that we can pay up to 25% of principal outstanding as part-payment in a financial year in a single tranche without any charges.

I/We are aware that we can part-pay in multiple tranches or above 25% of principal outstanding within the same financial year by paying reschedulement charges as applicable.

I/We are aware that outstanding dues (EMI or any other charges) would be adjusted from the part amount paid.

I/We are aware that gap interest would be levied from EMI due date to date of payment of part amount.

I/We are aware that effect of part-payment will be given from the next EMI due date, subject to realization of funds on or before 25th of the month.

I/We are aware that remaining loan tenor would be reduced on realization of part amount.

Yours Sincerely,

(Signature of Borrower/Co-Borrower)

For Internal Use

Date of Approval _____ Date of Deposition _____

Date of request sent to COPS _____ Date of Updation at COPS _____

Date of Dispatch/Handover to Customer _____

Customer Acknowledgement



Customer Name _____ Date of Request _____

Branch _____ Request Type _____

HDB Official Name _____ Signature _____