Loan Application Form for Employee

Employee Information

- **Employee Name:** [Full Name]
- **Employee ID:** [Employee Identification Number]
- **Department:** [Department Name]
- **Position:** [Job Title]
- **Date of Employment:** [DD/MM/YYYY]
- **Contact Information:** [Phone Number] / [Email Address]
- **Current Address:** [Full Residential Address]

Loan Request Details

Requested Loan Amount	Purpose of Loan	Repayment Period	Monthly Installment Preference
(Note: Ensure accuracy and clarity in detailing the purpose and repayment preferences.)			

Financial Information

- **Annual Salary:** [Amount in USD]
- **Other Income Sources:** [Brief Description]
- **Existing Loan Obligations:** [Yes/No] If yes, please describe briefly.

Employer Verification

- **Supervisor/Manager Name:** [Name]
- **Approval:** [ ] Yes [ ] No (To be filled by the employer)

Consent and Agreement

- **Consent to Deduct from Salary:** [ ] Yes [ ] No (Checkbox for consent)
- **Acknowledgment of Terms and Conditions:** [ ] Yes [ ] No (Checkbox for acknowledgment)

Employee Signature

- **Signature:** _____
- **Date**: [DD/MM/YYYY]

Supervisor/Manager Signature (For Employer Use)

- **Signature:** _____
- **Date:** [DD/MM/YYYY]