

APPLICATION FORM FOR PARTIAL OR FULL ADJUSTMENT OF LOAN/FACILITY

Date:

The Manager

Branch, HSBC Bangladesh

Dear Sir or Madam:

Please adjust the loan facility sanctioned to me/us vide your Facility Offer Letter as per the following details:

Account Name			
Loan Account Number			
Partial Prepayment	<input type="checkbox"/> Yes	Partial Prepayment Amount: BDT _____	
	<input type="checkbox"/> Please reduce the size of my monthly instalment (EMI) keeping the remaining tenor of the loan/facility unchanged <input type="checkbox"/> Please reduce the remaining tenor of the loan/facility keeping the size of my EMI unchanged		
	<input type="checkbox"/> Yes	Loan Outstanding Amount: BDT _____	
Full Prepayment (or Early Settlement)	I shall collect the security scripts from _____ branch (applicable for facility against government bonds only)		
Reason for Adjustment	<input type="checkbox"/> I am taking a top-up on this facility <input type="checkbox"/> I am moving abroad <input type="checkbox"/> I am not happy with the service here <input type="checkbox"/> I want to reduce my liabilities I do not wish to have loans at the moment <input type="checkbox"/> I am taking the loan over to another bank <input type="checkbox"/> I am not happy with the pricing of the loan/facility <input type="checkbox"/> Others (please specify) _____		
Name of Employer			
Attached PO/Cheque No. (other bank, if any)			

The Prepayment amount is to be realised by: [Please tick only one option and fill out the necessary details]

<input type="checkbox"/> Transferring the required amount from my AIC number: _____ <input type="checkbox"/> Encashing the security held against the facility (only for secured loan facility) Security to be liquidated: _____ <u>Note</u> : If the liquidated security amount does not cover the entire payable sum, the remaining balance will be settled by transferring (from my/our transactional account) <input type="checkbox"/> Other (please specify): _____

I understand and agree to the following:

For all types of settlement (both partial and full), the instruction will be executed only upon availability of sufficient funds in my/our account on the actual date of execution (instruction receipt date + up to 2 working days).

- In case of **Full Prepayment** (or Early Settlement), the fund in my/our account on the actual date of execution would cover (i) the principal outstanding, (ii) the total interest accrued till the execution date, and (iii) applicable early settlement fees and VAT (as quoted in the current RBWM Fees and Charges) and other applicable charges (if any).
- In case of **Partial Prepayment**, the fund in my/our account on the actual date of execution would cover (i) the partial prepayment amount, and (ii) applicable partial prepayment fees and VAT (as quoted in the current RBWM Fees and Charges) and other applicable charges (if any). For Partial Prepayments with instruction to reduce the size of the Monthly Instalment (EMI), the new EMI may be effective from either the closest instalment date or the second closest instalment date from the date of partial settlement. Furthermore, I am aware of the fact that the revised Facility Offer letter will be sent to my registered email ID.

..... <input type="text" value="S.V."/> First Applicant's Signature <input type="text" value="S.V."/> Second Applicant's Signature
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To be filled by Branch Staff only:

Applicable charge waiver (if any):	BM Comments and Signature:
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