**Format for Education Loan to Bank Manager**

From

Amit Gupta

54, Bhagat Singh Enclave

Mumbai

Date: 03.07.2018

To,

Vinod Khatri

The Branch Manager

HSFS Bank

Mumbai

Sub: Regarding Education Loan

Dear Sir,

I am writing this letter to submit my request for education loan of Rs.8,00,000 for my professional course.

I have scored 852 rank in AIEEE examinations and I have secured admission in IIT- Kanpur in Computer Science which will start from August 1st, 2018. The duration of this course will be four years. I have been a rank holder throughout my education and in my 12th grade, I scored 97.8% with Science stream.

I will be in need of Rs. 8,00,000 to meet all expenses including my college fees and hostel fees. I have submitted my loan application for the same.

My guarantor will be my father who is working with an MNC in Pune. And I choose to repay the loan after I finish my college. As security for the loan, I can pledge my commercial property located at Inorbit Mall, worth Rs. 50,00,000 which is in my father’s and my name.

I request to please consider my request for education loan as I am in urgent need of it to support my studies. I have attached a photostat copy of my admission letter from the college. I also have all my original documents ready to move ahead with the process.

Looking forward for your response.

Regards,

Amit Gupta