

Write a letter to the Branch Manager of a nationalised bank requesting for an educational loan.

To
The Branch Manager,
State Bank of India,
Branch – Golapbag ,
P.O. - Burdwan.

Sub: For Educational Loan.

Sir,

Most humbly I, the undersigned, beg of you to state that I need an educational loan amounting Rs. 2 lakhs to carry on my higher studies.

I have been just completed Higher Secondary Examination in Arts stream. My examinations in all subjects have really been well and I hope confidently that I would get 90% marks . In Madhyamik Examination I got 92% marks. So I have aspiration in building up a bright future for myself. But I have only one hindrance and this financial crisis of my family. My father is a lowpaid worker in a private farm. He finds it very much difficult to run our family of six members. So I need a loan of the said amount so that I can complete graduation course with English Honours .

Please do favour me by granting the loan as soon as possible and oblige me.

The photocopy of the marksheet of Madhyamik Examination and the original income certificate of my father are attached herewith.

With thanks ,

27Sept.
2021

Yours truly,

Himu Dey
Nilpur
Burdwan
713103