

Date   

To: Emirates Islamic

Name \_\_\_\_\_

 Account Number                     

Agreement Number \_\_\_\_\_

Agreement ID Number \_\_\_\_\_

 Service Requested for  Personal Finance  Auto Finance  Goods Murabaha/Service Ijara  Investment Murabaha

 **Early Settlement** (Documents Received - Mulkia copy, Early settlement simulation sheet, Deposit receipt, New PDCs for fleet finance (where repayment mode is PDC))

 Mode of Payment  Cash  Cheque  Direct Debit to account

 I/We agree to pay AED \_\_\_\_\_ as Full settlement amount of the above mentioned facility on          

 In case of Fleet Finance new PDCs submitted (where repayment mode is PDC):  Yes  No

 **Installment Deferment/Postponement** (Documents Received - New PDC, if applicable, Deposit receipt)

 Please postpone/defer the installment amount of the above mentioned facility due on        

 Mode of Payment  Direct Debit to account  PDC

 New PDC in lieu of deferred installment/s submitted  Yes  No Reason \_\_\_\_\_

 **Request For Change In Repayment Mode** (Documents Received - New PDCs, Statement of Account)

 I/We request to change the repayment mode of finance from  PDC to Direct Debit  Direct Debit to PDC

 Account Number on which the auto debit facility to be applied or deleted                     

 New PDC for the remaining tenor submitted (if applicable)  Yes  No

 **Replacement of PDCs** (Documents Received - New STL/New PDCs/Statement on which PDCs are drawn)

 I, herewith, issue and enclose Cheque/s from           to            for AED \_\_\_\_\_ drawn on                      Bank in replacement of previously provided Cheque/s for my above mentioned finance facility.

 **Reschedule EMI Date/Due Date Change** (Documents Received - New PDCs wherever applicable)

 Please change my repayment due date of the above mentioned facility. Current installment date is           of each month and requested date of debit is            of each month. Reason \_\_\_\_\_

 **Excess Payment** (Documents Received - Deposit receipt)

I/We request you to process "Excess Payment" towards my above mentioned finance account against

 Cash  Cheque  Direct debit to Account

 **Advance Installment/Prepayment of Installment** (Documents Received - Deposit receipt)

I/We request you to process "Prepayment of Installment" towards my above mentioned finance account against

 Cash  Cheque  Direct debit to Account

**Terms and Conditions**

- > I/ We agree that the services requested will be governed by Transactions are Governed by Bank's General Terms and Conditions and Schedule of Charges
- > All utilised PDCs and security cheques against financing facilities shall not be returned to the customer but shall be destroyed directly by the Bank

Customer Signature \_\_\_\_\_

Customer Signature Verified \_\_\_\_\_

**Office Use Only**

- > Verify Agreement Number/ID as per the system
- > Request for destruction of unutilised PDCs and/or Security Cheque(s) forwarded to cheques custodian department

Request Received by \_\_\_\_\_

Authorised by \_\_\_\_\_