



BIBLIA REGULATED NON-WDT SACCO SOCIETY LTD

P.O. Box 7041-00300 Nairobi Tel: 0111 030700 / 0721 393609
Email: info@bibliasacco.com. Website: www.bibliasacco.com.
Facebook: [biblia Sacco](#) Twitter: [#biblia Sacco](#)

TO THE ACCOUNTANT _____

RE: AUTHORIZATION TO DEDUCT FROM SALARY

NAME: _____

ADDRESS _____

I hereby authorize the following amount Kshs. _____ be deducted from my salary and remitted without fail to Biblia Sacco Ltd every month, with effect from _____. This constitutes the following amounts: -

- (a) Share contribution _____
- (b) 1st Loan repayment and interest _____
- (c) 2nd Loan repayment and interest _____
- (d) Fund Loan repayment and interest _____
- (e) SF Loan repayment and interest _____

TOTAL DEDUCTION

KSHS. _____

Date

Signature of applicant

Signature of Treasurer

Date

N.B. No change on deductions shall be undertaken except by approval by the society and on prescription forms.

1. The last repayment date of regular loan will be _____
2. The last repayment date of emergency loan will be _____
3. The last repayment date of Education loan will be _____
4. The last repayment date of SF loan will be _____
5. Repayment period _____ Total loan and interest given Kshs. _____

N.B. Employer should obtain clearance from biblia sacco ltd before a member leaves or employment is terminated. Balance of loan should be recovered from benefits due to the employee.