

NOTICE FOR VALUED CUSTOMERS

- i) With effect from April 1, 2016 all routine communications will be sent as listed below.
- ii) Please note that all unsettled loans will be taken up for auction after maturity.
- iii) Please inform the branch in writing about any change in address or telephone number along with supporting documents and insist on an acknowledgment

Contents of communication	Mode and periodicity	Charges	Remarks
Due Date Intimation	Ordinary letter 15 days before maturity date	Rs 10/-	Will be sent to those customers who have not paid interest at least 80%.
Auction intimation SMS	SMS after maturity	Nil	Will be sent to all unsettled accounts after maturity.
Demand / Auction notice with date and venue of auction.	Registered letter	Rs 30/-	Will be sent to all unsettled accounts after maturity.