**ANNEXURE-III**

**AUTHORISATION LETTER TO CREDIT SALARY TO BANK ACCOUNT**

**(in triplicate**)

From PLACE :

........................... DATE :

...........................

...........................

(Name, Staff No., Designation & Department of employee)

To:

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..........................

(Salary disbursing authority/ Department & Company address) Dear Sir,

**Sub.: Crediting of my salary to my SB account with Canara Bank, Branch.**

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At my request, Canara Bank (Branch) has sanctioned me a credit facility. For enabling them to recover monthly repayment of instalment, I hereby request and authorise you to credit the monthly salary and emoluments payable to me to my SB Account No maintained at Canara Bank Branch commencing from the month of 20 .

This authorisation letter shall be irrevocable without the express consent of the said branch of Canara Bank.

In the event of my transfer during the tenure of this authorisation letter, you are further requested and authorised to communicate these instructions to the concerned salary disbursing authority.

Yours faithfully,

(SIGNATURE)

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Confirm having noted the instructions

Authorised Signatory

with Name, Designation, Company/Department Seal.

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