

The Manager
Orient Finance PLC
..... Branch



Date. ___ / ___ / ___

Dear Sir

Request to obtain relief measures on my leasing / loan facility obtained from Orient Finance PLC

Considering the current country situation and the effect of the lockdown situation due to the Corona virus pandemic, I request you to grant me the concessions introduced by the Government and the Central Bank of Sri Lanka.

Please find the details of my Lease / Loan facility.

Facility No :

Vehicle No :

Monthly Rental :

Employment details Employed / Self Employed

Employed

- Designation -
- Name of Employer -
- Address of Employer -
- Tel.No -

Self Employed

- Nature of Business

SME

- Sector details

(Manufacturing, services, agriculture, construction, trading business etc)

I am currently unable to re-pay my lease/loan installments due to the following reasons:

.....

I can be contacted on for any additional information/clarifications.

Thank You

Name

Signature

NIC No

Address

Name

Signature

NIC No

Address