

Date-

To,  
Branch Manager  
Moneyboxx Finance limited  
Branch Name

**Subject:** Deferment / moratorium of Loan EMI for loan account no.....

**Ref:** Reserve Bank of India (RBI) via its notification DOR.No.BP.BC.47/21.04.048/2019-20 dated March 27, 2020 announced the COVID-19 – Regulatory Package

Dear Sir,

I/We are enjoying term loan facility with your company. Following are the details:

Applicant Name	
Co-Applicant 1 Name	
Co-Applicant 2 Name	
Loan Account Number	
Business Type	

However, due to nationwide lockdown and spread of covid-19, it has become difficult to continue regular and routine business activities.

Therefore, we request you to grant me/us EMI moratorium period for the months of March/April/May. We will start paying the EMI's from June 2020 onwards as usual and undertake to pay these months moratorium EMI's through an extended tenure by one/two/three months.

I/We further undertake to pay interest that will accrue on the outstanding loan amount as of March 1, 2020 at @ 26% p.a. and would be paid either immediately after the end of the moratorium period i.e. June 1, 2020 or could be paid along with the June 2020 EMI installment. This interest amount would be separately paid via a PDC cheque or Cash so as to not impact my/our existing ACH mandates.

I/We would be highly obliged if you consider the same as per the recent government/RBI announcements.

Kindly note, we assure regular loan repayments as we have been doing in the past and appreciate your support extended to us for fighting the crisis that COVID19 pandemic has created.

Request you to please acknowledge and confirm the above

Thanking you,

Applicant

Co-Applicant 1

Co-Applicant 2