

Date.....

The Manager
Citizens Development Business Finance Plc.
No. 123, Orabipasha Mawatha
Colombo 10.

Dear Sir / Madam

Request for relief under Central Bank of Sri Lanka Circular No. 6 of 2021 (Concessions for COVID 19 affected Businesses and Individuals)

I seek to avail myself of the above relief measures offered by the Central Bank of Sri Lanka for a period of months from the 15th of May 2021. Accordingly I would request you to re-structure my below mentioned facility. I also undertake to settle my arrears as at date / request to capitalize the arrears as at date amounting to Rs.

Facility No.	
Vehicle No.	
Make /Model	
Capital outstanding	
Arrears as at	
Arrears to be capitalized (Yes/No)	
Arrears settled in full (Yes/ No)	
Grace period Requested (Months)	

I irrevocably undertake to abide by the initial terms and conditions of the original contract.

Yours faithfully,

Signature :

Name :

NIC No :

Telephone No :

Address :

:

:

OFFICE USE ONLY

Consent verified by

Name

HRIS