

ASHWAS BENEVOLENT FUND

From,

Name.....

Staff No.....

Department.....

Extn. No./Mobile No.....

To,

The President / The Hon. Secretary

BPCL Kochi Refinery Employees' Co-operative Credit Society Ltd. No. E-213.

Sir/Madam,

Sub: Request for support from BPCL KRECCS Ltd No. E-213

I hereby submit our formal request with the following details, to be considered by the Board of Directors for extending a support from BPCL KRECCS Ltd. No. E-213.

Name of Patient	
Address	
Contact No.	
Disease	

I declare that the above information and explanations are true and correct to the best of my knowledge and belief. I understand that BPCL KRECCS Ltd No. E-213 has its own policies and procedures to extend any support and we will abide by such policies and procedures.

Thank you.

Date:

.....

(Signature of Employee)

Recommended by:

Name of the Board of Director: Signature:

Documents to be produced:

- ☐ Request from Patient ☐ Copy of Medical Documents ☐ Copy of Ration Card
- ☐ Copy of Aadhaar Card ☐ Copy of Bank Passbook

FOR OFFICE USE ONLY

Voucher No:

Date:

Sanctioned amount.....

Cheque No.....

Remarks.....