### UNIVERSITY OF COLOMBO

### APPLICATION FOR A LOAN FOR THE PURCHASE OF A MICRO - COMPUTER

[U.G.C. Circular No : 367 of 9.5.88] Loan No..... A. 1. Applicant's full Name: Mr / Mrs/Miss/Dr /. Prof. 2. Designation 3. (a) Whether Permanent, Temporary or Casual? (b) Whether confirmed in present post? 4. Department, Branch or Office to which you are attached: 5. Date of Appointment: 6. Monthly Salary: Basic : Rs Allowance : Rs Total : Rs. B. 1. Residential Address: 2. (a) Date of Birth Month (b) Age Years C. 1. Amount of Loan applied for (in figures): Rs. (In words): Rupees 2. (a) Name and Address of Supplier: (b) Serial Number and date of Pro-form invoice, and price quoted: (Annex copy of Pro – Forma Invoice) 3. Security Offered: D. I do hereby declare that the forgoing statements are true, accurate and complete in all respects and are made with the intention of being relied upon by the University of Colombo in granting me a loan in terms of the provisions of University Grants Commission circular No. 367 of 9th May 1988. I also declare that no part of the loan will be utilize for any purpose other than the purchase of a Micro - Computer. .....

Applicant's Signature

## FOR OFFICE USE

## (To be completed by the Establishment Branch)

I certify that the particulars stated in Section 'A' and 'B' of this application form are correct.

(Deputy / Senior Assistant Registrat / Establishment)

Date:

## University of Colombo

# Micro-Computer Loan Agreement

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	rs, executors and administrators on the one part and
	ice-chancellor / Registrar acting hereinafter for and on beha <mark>lf</mark> of the University of Colombo Sri
Lanka	(hereinafter called the University) on the other part.
Where	eas the borrower has applied to the University for a loan for the purpose of purchasing for his own
use a	new micro-computer.
NOW	IT IS HEREBY AGREED AS FOLLOWS
	,
1.	The University agrees to advance and lend to the Borrower on or before the
	a sum not exceeding
	Rs Required by the Borrower to purchase a new micro-computer.
2.	The Borrower hereby promises and agrees to repay to the University the said sum of
	Rs Together with interest at 4.2% (four point two per cent) per annum by
	installments as determined by the Vice-chancellor/ Registrar.
3.	The Borrower also hereby authorizes the Vice-chancellor / Registrar to deduct the installments
	monthly from the salary payable to him as an employee of the University.
4.	The Borrower also hereby consents and agrees:
	<ul> <li>To purchase the micro-computer outright and not on hire-purchase terms.</li> </ul>
	• To utilize the entire loan for the purchase of the micro-computer, and to produce the
	supplier's cash receipts in evidence of such purchase within one month from the date of
	receipt of the loan, for inspection by the Bursar or Assistant Bursar.
5.	And it is hereby mutually agreed by and between the parties as follows.
	1. The liability of the Borrower to repay to the University the full amount advanced as
	aforesaid shall in no way be affected by any accident, damage to or loss of the micro-
	computer.
	2. The full amount of the said advance or such portion thereof as may be due for the time
	being, together with interest, shall forthwith become payable to the University, anything
	herein to the contrary notwithstanding,
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	a. If the borrower ceases to be employed by the University.
	b. On the death of the Borrower

If the Borrower shall not commit any breach of the terms of this agreement.

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