



**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

This agreement entered into on the day and date hereinafter mentioned between ..... of ..... (hereinafter called the borrower) which term where the context so permits shall mean and include the said ..... his heirs, executors and administrators on the one part and ..... The Vice-chancellor / Registrar acting hereinafter for and on behalf of the University of Colombo Sri Lanka (hereinafter called the University) on the other part.

Whereas 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 ..... day of ..... 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:
  - To purchase the micro-computer outright and not on hire-purchase terms.
  - 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,
    - a. If the borrower ceases to be employed by the University.
    - b. On the death of the Borrower
    - c. If the Borrower shall not commit any breach of the terms of this agreement.

In witness where of the said parties have here to set their hands at the place and on the date hereinafter mentioned.

Signed by the said..... at  
..... this ..... day of .....

.....  
Borrower's Signature

In the presence of (name of the witness, who should be the head of the Department) .....

Signature of witness: .....

Occupation: .....

Signed by ..... (Vice-chancellor / Registrar) at  
Colombo this ..... day of ..... Two thousand  
and .....

.....  
Signature of Registrar

(On behalf of the University as aforesaid)

In the presence of (Name of witness) .....

Signature of witness : .....

Date : .....

Occupation : .....

Address : .....