



EMPLOYER’S CERTIFICATE ADRESSED TO BANK OF KIGALI ASSIGNING SALARY & BENEFITS

We, the Undersigned,.....Certify that this person named is an employee of our Organization since And he/she occupies a post of With a monthly gross salary of Frw and a monthly net salary of Frw.....

If the employee has an organization loan, indicate the loan balance, monthly reimbursement and the loan maturity date:

Loan balance: Frw.....Monthly repayments: Frw..... Maturity date.....

The Employee gives the employer instruction to deposit the totality of her/his salary and allowances (including the final settlement in case of termination of contract/employment) to the account number**opened in Bank of Kigali**. The Employee commits to maintain these instructions during the duration of the loan operation until a certificate of loan clearance is issued.

The Employer commits to implementing the instructions of the employee and not to accept any new related instructions until the end of the loan operation.

The Employer commits to informing the **Bank** in case of termination of employment or any other related event which could affect the terms of this assignment.

The Bank commits to availing to its client the share of its earnings, which is not concerned with payment of the loan as per the loan agreement and also commits to issuing the loan clearance certificate when the loan will be fully paid off.

All parties to this assignment of salary and benefits shall be held responsible for false declarations or non-fulfilment of their individual aforementioned commitments if they result into liability to the Bank.

Done at (Town) Date..... In 3 originals.

Employee’s names..... Signature

The Employer: Position of the undersigned + stamp

The Bank’s approval:

