

No. Place :
Date :

To
The President/General Secretary
Syndicate Bank Officers' Association
General Secretary's Office
Lawrence & Mayo House
4th Floor, 276, D.N. Road,
Fort, Mumbai-400 001.

Dear Sir,

I request you to enroll me as an ordinary member of the Association. I remit herewith the admission fee of Rs. 25/- and a sum of Rs. 135/- being the subscription for the month of200... . For future monthly subscription, I have given the "Check-off" mandate to the Bank.

I have read the Rules & Bye-laws of the Association and agreed to abide by them as amended from time to time.

Full Name (Mr./Mrs./Ms.).....
(In Block Letters)

Age..... Date of Birth.....

Employee No.....

Grade/Designation

Date of joining the Bank

Basic Pay

Branch/Office

Tel. No. Office Tel. No. Resi.

Mobile No.

E-Mail :

Yours Faithfully

(Signature)

Admitted on.....

GEN. SECRETARY

PRESIDENT

No. Place :
Date :

To
The General Manager
Syndicate Bank
Industrial Relations Section/Salary Administration Section
Personnel Department, Head Office, MANIPAL.

Dear Sir,

I hereby authorise and request the Bank to deduct from my salary every month my membership subscription of Syndicate Bank Officers' Association being Rs. 135/- per month for the time being or such sum of membership subscription as may be decided and communicated to the Bank by the Association from time to time and remit the same to S. B. Account of the Association at Fort, Mumbai Branch of the Bank or such other Account at any branch of the Bank as may be decided and communicated to the Bank by the Association from time to time.

This letter of authority shall continue to be in force notwithstanding my transfer to any branch or Office of the Bank from time to time unless revoke it in writing.

Thanking you,

Yours Faithfully,

(Signature)

From :

Name (Mr./Mrs./Ms.).....
(In Block Letters)

Employee No:..... Grade/Designation :

Branch/Office :

Place :

Date :

To

The General Manager
Syndicate Bank
Industrial Relations Section/Salary Administration Section
Personnel Department, Head Office, MANIPAL.

Dear Sir,

I hereby revoke the "Check-off" mandate lodged by me with the Bank in favour of SBOF / SBOU / SBOO / SBEU / SBSA / SBSU / SBEA for deduction of my monthly subscription at source from my salary.

Thanking you,

Yours Faithfully

(Signature)

Name (Mr./Mrs./Ms. :

Employee No. : Designation :

Branch/Office :

The Copy to be filed in the individual file of the officer.

No. Place :.....
Date :.....

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The General Manager
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Industrial Relations Section/Salary Administration Section
Personnel Department, Head Office, MANIPAL.

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Yours Faithfully,

(Signature)

From :
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(In Block Letters)
Employee No:..... Grade/Designation :

Branch/Office :

Place :.....

Date :.....

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Thanking you,

Yours Faithfully

(Signature)

Name (Mr./Mrs./Ms.):

Employee No. : Designation :

Branch/Office :

Forwarded to

Syndicate Bank Officers' Association
Lawrence & Mayo House, 4th Floor,
276, D.N. Road, Fort, Mumbai -400 001.

Branch/Office Head

No. Place :.....
Date :.....

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The General Manager
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Industrial Relations Section/Salary Administration Section
Personnel Department, Head Office, MANIPAL.

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Place :.....

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Yours Faithfully

(Signature)

Name (Mr./Mrs./Ms.):

Employee No. : Designation :

Branch/Office :

Forwarded to H.O. : PD : IRS, MANIPAL for doing the needful.

Branch/Office Head