



SUVIDHA CO-OPERATIVE THRIFT & CREDIT SOCIETY LIMITED

[Regd. No. 13 (T & C)]

Regd. Office : 211-213, Vardhman Diamond Plaza,
Desh Bandhu Gupta Road, Paharganj, New Delhi-110055
Phone : 011-40533240, 9311337790
E-mail : suvidhasociety2000@gmail.com

The Secretary,
Suvidha Cooperative Thrift & Credit Society Ltd. New Delhi-55

Subject : Resignation from Membership

Membership No.:

Sir,

I (Name in block letter)am no longer interested to continue further as a member of Suvidha Co-operative Thrift & Credit Society Ltd., New Delhi and hereby tender my resignation from its membership. I herewith surrender my share Certificate(s) No for Shares and Pass Book (To be attached in Original)

2. I have been a member of the Society for over one year. I also confirm that I am not a surety to a member nor any loan dues is/are outstanding against me..

3. It is requested that my share money of Rs. plus any other dues such as Dividend, Compulsory Deposit/Interest etc. may also be paid to me as final settlement.

4. I understand that acceptance of the resignation is subject to the following conditions :

- (a) The member should be absolutely free from the liability of members for whom he has stood surety.
- (b) All dues will be adjusted against surety.
- (c) If a member's resignation can not be accepted for any reason, the member is liable to continue to make payments of his loan installments, interest due etc. otherwise he will be charged interest/penal interest as a defaulter. It will, therefore, be member's own interest to continue to make payments of his outstanding loan instalments till his account is finally settled.
- (d) Three months notice is required for acceptance of members resignation.
- (e) Share money is not adjusted against the loan etc. Dues can however, be adjusted against loan amount held in member's C.D., A/c, Share Money will be paid only when all the dues have been cleared.
- (f) No Inter Account adjustment is permitted.

Dated, the

Your faithfully,
Signature
Name
Membership No.
Residential Address
Mobile No. :

Note :- Cheque will not be accepted against Society owing to resignation.

FOR USE IN SOCIETY OFFICE

Position Checked as on

Sureties given and still outstanding

Member's dues :

Society's dues :

- | | |
|------------------------------|---------------------------------------|
| (a) Share money | (a) Regular Loan and Interest |
| (b) Compulsory Deposit | (b) Emergency Loan and Interest |
| (c) Interest on CD | (c) Penalty |
| (d) Total | (d) Total |

BALANCE PAYABLE DUE :

Requisite entries in all relevant Register / Ledgers have been made.

Accountant

RECEIPT

Resignation from Membership Final Payment

Received a sum of Rs.

(Rs. only)

by Cash/Cheque No. dated drawn on

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Bank, New Delhi from Suvidha Co-operative Thrift & Credit Society Ltd., New Delhi, towards full and final payment on account of Resignation from Membership of the Society, as per details given below :

(a)	Share money		Rs.
(b)	Saving A/c including accrued interest		Rs
(c)	Welfare Fund	(-)	
(d)	Other Charges	(-)	
		Total	Rs.....

Signature

Name

Membership No.

Place : New Delhi

Address

Dated :

Mobile

The following documents may be enclosed before submitting the resignation :-

1. Share certificate and pass book (in original)
2. In case of loss of share certificates which has been received by the member, an affidavit from the notary may be enclosed.
3. Cancelled Cheque
4. In case of surety, stood against the loanee member may be got substituted.

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1. Resignation cases are settled after 4th Saturday of each month.
 2. Resignation are not settled in the month of March and a month in which AGM / Election is held.