

# Loan Repayment Deduction Slip

For the Month of: June 2024

Slip Number	LRDS/2024/058	Date	12/06/2024
Employee Name	John Doe	Employee ID	EMP25744
Department	Finance & Accounting	Designation	Accounts Manager
Loan Account No.	LN/2023-00456		

Installment No.	Loan Type	Installment Amount (₹)	Principal (₹)	Interest (₹)	Outstanding Balance (₹)
06	Personal Loan	5,550	4,800	750	27,800
Total Deducted		5,550	4,800	750	

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Important Notes:**

- This slip serves as proof of loan repayment deduction from payroll.
- Verify all details carefully; report discrepancies to HR or Accounts immediately.
- Outstanding balance reflects the amount after this installment deduction.
- Keep this document for your records and future reference.
- Contact the Accounts Department for any clarifications regarding your loan.