



Dear Sir/Madam,

RE: PAYMENT THROUGH ELECTRONIC FUNDS TRANSFER (EFT).

Please be advised that we have began making payments for services rendered to the Board through direct payments into your account. You will receive an advice slip when the payment is effected via email. We therefore request that you forward the following information to us on the attached form:

1. Name of company:
2. Name of Bank:
3. Branch name
4. Branch code:
4. Account name:
5. Account number:
6. Contact person:
7. Email address:
8. Company PIN and VAT

We also request that on receipt of the payment you confirm via email and subsequently issue us an official receipt.

Thank you.

Yours faithfully,

Kerin Lidoroh
For: Finance Manager

HIGHER EDUCATION LOANS BOARD

BANK DETAILS

Please forward your bank details with the duplicate of the order/Letter of Authority or inquiry to facilitate your payment via EFT as follows: -

Company name: _____

Bank name: _____

Bank branch name: _____

Branch code: _____

Account Name: _____

Account number: _____

Email Address: _____

Company KRA PIN: _____

VAT No: _____

Affix Company Rubber Stamp

Signature:

Name: _____

Designation: _____

Date: _____

Stamp: _____