




<b>SBC</b>			
<b>REQUEST FOR EMPLOYEE'S PAYROLL ADVANCE</b>			
EMPLOYEE'S NAME <b>SUBIN VALLIKATTIRI SIDHARTHAN</b>		EMPLOYEE NUMBER <b>8836</b>	DATE <b>2-Nov-23</b>
DEPARTMENT	LOCATION	DATE OF HIRE	AMOUNT <b>KD 15/-</b>
REASON FOR REQUEST <b>ADVANCE FOR LICENSE ATTESTATION FROM INDIAN EMBASSY</b>		THE FULL AMOUNT WILL BE DEDUCTED ON THE FIRST PAY PERIOD FOLLOWING PAYROLL ADVANCE	
EMPLOYEE'S SIGNATURE 		APPROVED-ACCOUNTING DEPARTMENT	DATE
APPROVED - DELEGATED AUTHORITY	DATE	CASH RECEIVED BY	DATE
			
<b>PROMISSORY NOTE</b>			
ON DEMAND, FOR VALUE RECEIVED, I HEREBY PROMISE TO PAY SBC THE AMOUNT OF <u>          KD15/-          </u> NOTICE OF PRESENTMENT FOR PAYMENT, NOTICE OF DISHONOR, NOTICE OF PROTEST, ARE HEREBY WAIVED.			
EMPLOYEE'S SIGNATURE 