

No. SMEFD/SME/2010-

Month xx, 20xx

Name,  
Designation,  
**ABC Bank (PFIs' Name),**  
Bank Address,  
**City.**

Dear \_\_\_\_\_,

**Reimbursement of Guarantee Claim**

Please refer to your letter dated \_\_\_\_\_ whereby you had requested for reimbursement of Claims of Rs. \_\_\_\_\_ (amount in words) against SBP Guarantee of Rs. \_\_\_\_\_ (amount in words).

State Bank of Pakistan is pleased to inform you that the Claims of Rs. \_\_\_\_\_ (amount in words) approved and credited to your Account No. \_\_\_\_\_ against the Guarantee Facilities extended to borrowers as detailed below:

Customer Identification No.	Outstanding Loan Amount (Principle)	%age Guarantee Share	Outstanding Guaranteed Amount	NPL Category on date of Claim	Amount of Claim on Guarantee Fund

With respect to the above, the following may, however, be noted:

1. The reimbursement made against the claim is subject to the condition that lending facility was extended in compliance with the Scheme as notified vide our Circular No. \_\_\_\_ dated \_\_\_\_\_ (Credit Guarantee Scheme Circular) and other instructions issued from time to time. In case it is discovered later-on that the subject claim was made without fulfilling the approved criteria, State Bank will cancel the claim earlier allowed, and recover the amount by debiting the bank's account.
2. The bank will expedite its efforts to recover the loan amounts from the delinquent borrower. Any subsequent recovery from the borrower will be construed as recovery of the principal amount and the proportionate share of the guarantee in the recovered amount will be remitted to State Bank of Pakistan immediately.

Yours faithfully,

**(Name of Director DFSD)**  
Director