

No. SMEFD/SME/2010-

Month xx, 20xx

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

Dear _____,

Refund of deficient Guarantee Reimbursement Claims

Please refer to our letter dated _____ whereby we had reimbursed Claims of Rs. _____ (amount in words) against SBP Guarantee of Rs. _____ (amount in words) to your borrower bearing customer identification No. ABC-xxx-yyy.

In this connection, it has been discovered during inspection/ verification by SBP that the following provision(s)/ condition(s) of Guarantee Scheme were not complied with by your bank:

1. The Borrower was not rated as above average customer as per the internal risk management guidelines of your bank (for example).
2. Any other irregularity (please specify)

In view of clear deviation from the approved criteria as mentioned above, it has been decided to recall reimbursement claim of Rs. _____ from your bank. You may, however, explain your position within 15 days from the date of issue of this letter. In case your response does not reach within the stipulated time, State Bank will recover the amount by debiting your account.

Yours faithfully,

(Name of Head DFSU)