

# Employer-to-Employee Loan Agreement Sheet

**Date:**

\_\_\_\_\_

**Employer Name:**

\_\_\_\_\_

**Employee Name:**

\_\_\_\_\_

**Employee ID:**

\_\_\_\_\_

**Loan Amount:**

\_\_\_\_\_

**Disbursement Date:**

\_\_\_\_\_

**Repayment Start Date:**

\_\_\_\_\_

**Repayment Term:**

\_\_\_\_\_

**Interest Rate (% per annum):**

\_\_\_\_\_

## Terms & Conditions

The Employer agrees to provide the Employee with a loan in the amount specified above.

The Employee agrees to repay the loan through salary deductions in equal installments over the repayment term.

In case of termination of employment, the outstanding loan balance becomes immediately due.

Both parties agree to the interest rate and repayment schedule as outlined.

Any modification to this agreement must be made in writing and signed by both parties.

Employer Signature:

**Name:**

\_\_\_\_\_

\_\_\_\_\_

**Date:**

Employee Signature:

**Name:**

\_\_\_\_\_

\_\_\_\_\_

**Date:**