

Loan Authorization Form Sample for Company Employees

Download our **loan authorization form sample** designed specifically for company employees to streamline the borrowing process. This template ensures clear agreement terms between employers and employees for loan disbursement. Simplify financial permissions with an easy-to-use, legally sound document.

Loan Authorization Form

Employee Information

Employee Name:

Employee ID:

Department:

Loan Details

Loan Amount:

Purpose of Loan:

Repayment Term (months):

Interest Rate (%):

Authorization & Agreement

I hereby request and authorize the above-mentioned loan and agree to adhere to the terms and conditions set forth by the company. I understand that the loan amount will be deducted from my future salary/wages as per the agreed repayment schedule.

Employee Signature:

Date:

Employer Authorization

Authorized By (Employer):

Signature:

Date:

Submit

This document is provided as a sample template and should be reviewed by your company's legal team prior to use.