

**KIATU CO-OP SAVINGS AND CREDIT SOCIETY LTD.,**  
**P. O. BOX 595 - 00217, LIMURU.**  
 Telefax: 020 2053491, E-mail: kiatusacco@wananchi.com

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The Managing Committee,  
 Kiatu Sacco Ltd.,  
 P. O. Box 595,  
LIMURU.

Dear Sir,

**REF: RESIGNATION FROM THE SOCIETY MEMBERSHIP:**

I, \_\_\_\_\_ of Bata Shoe Company (K) Ltd

Department \_\_\_\_\_ Sec \_\_\_\_\_ M/no \_\_\_\_\_ Payroll No \_\_\_\_\_ Pay No \_\_\_\_\_  
 would like to notify you of my resignation from the Society and according to the Society's By-Laws, I hereby give you the required \_\_\_\_\_ days notice after which I expect the Society to make full and final settlement with me.

Yours faithfully,

\_\_\_\_\_  
**MEMBER'S SIGNATURE**

\_\_\_\_\_  
**DATE**

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**FOR OFFICIAL USE ONLY**

Kiatu Pesa deactivation done by .....

Dated.....

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**(a) Normal/Development Loans guaranteed:**

	<u>NAME</u>	<u>DEPT</u>	<u>M/NO</u>	<u>P/ROLL</u>	<u>STATUS</u>
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____

**(b) Emergency Loans guaranteed:**

	<u>NAME</u>	<u>DEPT</u>	<u>M/NO</u>	<u>P/ROLL</u>	<u>STATUS</u>
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____

PREPARED BY: \_\_\_\_\_

CHECKED AND VERIFIED BY \_\_\_\_\_