**Prescribed Application Form For Seeking Financial Assistance from “MFFA”**

Date:……/……/……….

**President**

The Institute of Cost & Management Accountants of Bangladesh (ICMAB)

ICMA Bhaban, Nilkhet,

Dhaka-1205.

**Subject:** **Request for Granting Financial Assistance from “ICMAB MFFA”.**

Dear Sir,

I am …………………….. FCMA/ ACMA (Membership No:………) a member of the Institute/ Spouse/ Son/ Daughter of Mr. /Mrs………………….. FCMA/ACMA. I am writing to you because I am in financial difficulty and I require financial assistance.

I have been struggling financially for (description of the background of financial crisis) ………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

I would very much appreciate if you could render financial assistance from “ICMAB Members Fund for Financial Assistance (MFFA)”.

Thank you for taking time to consider my situation and I look forward to hearing from you soon.

Thanking you,

Sincerely yours,

Name: ………………………

Date: …../……/………

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**Recommendations**

Please accept this letter as a formal letter of recommendation in support of (Applicant’s Name) application for the financial aid from “ICMAB Members Fund for Financial Assistance (MFFA)”.

Regards,

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| --- | --- | --- | --- |
| Name |  | Name |   |
| Membership No. |   | Membership No. |   |
| Signature |   | Signature |   |
|
| Date |  | Date |   |