



**DUDU SACCO SOCIETY LTD**  
**P. O. BOX 30072, NAIROBI**

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**INTERNAL MEMO**

**DATE:** -----

**FROM:** -----

**TO:** CHAIRMAN

**SUBJECT: GUARANTORSHIP SUBSTITUTION**

I \_\_\_\_\_ wish to substitute \_\_\_\_\_  
as a guarantor to \_\_\_\_\_ loan(s).

I hereby relieve him / her and authorize DUDU CS&CS LTD. to deduct any defaulted portion of the loan plus interest from any shares I own in the society, my salary or terminal benefits in respect of such default.

Yours faithfully,

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**Signature**