

7. If the applicant is a professional/in trade/business
Address and fax/phone no.

Line of Activity
Annual income for the last three years

8. If the applicant is Company/Organisation
Name of the company/Organisation and date of establishment
Registered office address, phone and fax no.

Line of activity
Ownership pattern
Net profit for the last three years

PAN number

9. Details of present assets & liabilities (assets such as land, building, LIC policies, NSC, KVP, IVP, Cash and Bank deposits etc)

a) Details of assets

Name of asset	Location/details	Market value	Whether encumbered

b) Details of liabilities

Borrowed from	Purpose of loan	Amount of loan	Present O/S

10. Details of guarantee given
Name of the principal debtor

To whom given
Amount of guarantee

11. Details of the property to be let out/let out

Location: Survey No.: Plotno./Door No.:
Street: Village Taluk:
District: State:

Built in area of house/shop

Plinth area in case of flat:

Whether plan for construction has been approved/sanctioned by appropriate authority? (a copy of plan approved to be enclosed)

Whether the property is free of any encumbrance? (legal opinion on the property is to be obtained before sanction of loan.)

Age of the house/flat/shop:

Whether taxes been paid uptodate:

(copy of the latest tax paid receipt is to be verified)

12. How the property was acquired/purchased:

- a) Ancestral property
- b) Purchased from own source
- c) Finance obtained from banks/financial institutions

Name of the financial institution:

Amount of loan:

Present outstanding:

(certificate from financial institution should be called & verified)

13. Particulars of tenant

Whether individual/organisation

In case of individual, employment particulars/amount of monthly salary
(Gross as well as net)

In case individual is in business/profession

Nature of business/profession

Annual income

In case of organisation

Name & address (with phone & fax no.)

Established on:

Line of Activity:

Ownership pattern:

Business results:

14. Any Court case is pending against the borrower:

15. Particulars of the Lease agreement (copy to be attached)

Lease expiring on

Monthly rent

Amount of rental advance/security deposit taken from lessee

Rental arrears if any

16. Applicant Banking with us since:

Details of account and number : AB/CD/CC a/cs

17. Any other particulars:

Place:

Signature of the applicant

Date:

Documents to be enclosed:

- a) Copy of Lease Deed
- b) Income proof of applicant and Lessee
- c) Guarantor's statement if any
- d) Income tax/wealth tax assessment order, if available
- e) Copy of title deeds of the property, latest tax paid receipt
- f) Copy of approved plan of the building
- g) Certificate of balances if finance is availed against the property from any other sources.