

ANNEXURE “C”

APPLICATION FORM FOR HOUSING LOAN

Name.....

R/o

Tel. No.

Mobile No.

Name of Guarantor (Ist Guarantor).....

R/o

Tel. No.

Mobile No.

Name of Guarantor (IInd Guarantor).....

R/o

Tel. No.

Mobile No.

APPLICATION FOR HOUSING LOAN

Dated.....

Manager,

The Jammu Central Co-operative Bank Ltd.,

B. O. :

Sir,

Kindly sanction me loan of Rs.(Say Rupees.....)
for Construction/Renovation/Repair of house which I shall be in position to repay in.....
monthly instalment. My other particulars are as under :-

1. Name :
2. Membership No. :
3. Situation of property/plot :
4. Description of property :
:
:
:
5. Title to the above :
6. Monthly income :
7. Source of repayment :
8. Cost of Construction/Renovation/Repair (enclosed
detailed estimated approved by a technical expert) :
9. Design of the proposed Construction/Renovation/
Repair (enclosed complete sketch only approved by
the Municipal Committee) :
10. I shall get recorded Bank's lien in the revenue record
for having been mortgaged in lieu of loan before
release of loan :
11. I hereby agree to open a saving bank account with a
minimum initial deposit equal to 10% of the
anticipated instalment arrived at for repayment
inclusive of interest and would continue to deposit the
said amount in the said account together with loan
instalment each month. Said account shall remain
under lien till the loan amount is liquidated in full :
12. I here by also undertake to abide by all the terms and
conditions which may be stipulated in the loan
sanction letter and in case of any deviation made by
me to the said terms and conditions, the bank shall
be at liberty to recover its whole of the loan
outstanding in lumpsum along with upto date
interest from my movable/immovable assets
without intervention of any Court of Law. :

Yours faithfully,

Signature.....

Full Name.....

Address

Membership No.

OFFICE OF
THE JAMMU CENTRAL CO-OPERATIVE BANK LIMITED (H.O. JAMMU)
INVESTIGATION REPORT OF APPLICANT TO BE FILLED BY BRANCH MANAGER

1. Name of the applicant with parentage and complete address _____

2. Member Ship No. _____ 3. Loan Application No. _____

4. Share deposited for Rs. _____ Dated _____

5. Date of investigation _____ 6. Total Family Member _____

7. S.NO MEMBERS AGE OCCUPATION INCOME

a. _____
b. _____
c. _____
d. _____

Total :-

8. **EXISTING ASSETS** Total _____ Rs. _____

a. Movable _____ Rs. _____

b. Immovable _____ Rs. _____

9. Professional or not _____

a) Type of business _____

10. Experience of the applicant _____

11. Reasons of selection of activity _____

12. Is the NOC of the Bank in the area obtained? _____

13. Amount of loan applied for and recommended purpose wise as under:-

Purpose of Loan	Amount of loan applied for	Amount of loan Recommended	Reason for Variation
-----------------	----------------------------	----------------------------	----------------------

14. Is the applicant skilled

15. a. Member of the society _____ Outstanding _____ Overdue _____

b. Short term loans _____

c. M.T. Loans _____

d. L.T. Loans _____

16. Property under the prosession of the applicant:-

a) Consisting of _____

Situated at _____

b) Cost of estimate as per expert _____

c) Branch Manager's remarks regarding genuineness of the cost _____

17. Certified that applicant his/their or any one of his /their dependants is/are not indebted to this bank ,and the property mentioned above is free from all encumbrances.

18 CREDIT WORTHINESS

As I have enquired from the local/public that his/their credit worthiness is satisfactory/not satisfactory
Hence the case of Sh/M/s _____

S/o _____ may be recommended be rejected.

19. i) The case recommended for sanction Rs. _____ for _____

ii) The loan is connected with the viability and ensure safe repayments.

iii) The T.L/signature of the applicant has been obtained on the date of Investigation in my presence.

iv) in case of T.L affidavit with regard to understanding term and condition of Loan narrated to applicant in local language.

Sig. of Investigating Officer

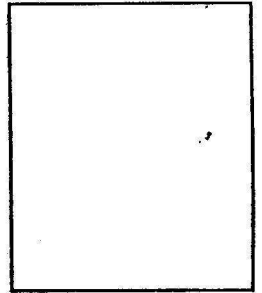
Name _____

Designation _____

Signature/T.L of Applicant

THE JAMMU CENTRAL CO-OPERATIVE BANK LIMITED (H.O JAMMU)
INVESTGATION REPORT OF GUARANTOR TO BE FILLED BY
BRANCH MANAGER

1. Name and address of the Borrower _____
2. Name & address of the Guarantor _____
3. Share deposited for Rs. _____ Dated _____
4. Date of investigation _____
5. Amount of loan being granted :-



Purpose of Loan	Loan applied for	Loan recommended	Remarks for variation between 2-3
1	2	3	4

6. Occupation of the Guarantor with description _____
7. Assets of guarantor _____ Total _____ Rs. _____
8. Movable _____ Rs. _____
9. Immovable _____ Situated at _____ Rs. _____
- a. Income of Guarantor Rs. _____
10. a. Member of the Society _____
- b. Short term loans _____ Outstanding _____ Overdue _____
- c. M.T. Loans _____
- d. L.T. Loans _____
- e. Any other loan _____
11. If the Guarantor indebted to any other agency (Banks Hort. Deptt.), specify details _____ Yes/No
12. It is certified that Guarantor is sound enough to stand guarantee for loans of Rs. _____
being considered/recommended in fovour of Shri _____ S/o _____
Shri _____ R/o _____

Signature

Investigation officer,
With Name & Designation

Consent of Guarantor to
Stand Guarantee

Date:

Signature of Guarantor

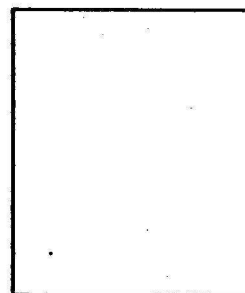
Name _____

S/o _____

R/o _____

THE JAMMU CENTRAL CO-OPERATIVE BANK LIMITED (H.O JAMMU)
INVESTIGATION REPORT OF GUARANTOR TO BE FILLED BY
BRANCH MANAGER

1. Name and address of the Borrower _____
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5. Amount of loan being granted :-



Purpose of Loan	Loan applied for	Loan recommended	Remarks for variation between 2-3
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6. Occupation of the Guarantor with description _____
7. Assets of guarantor _____ Total _____ Rs. _____
8. Movable _____ Rs. _____
9. Immovable _____ Situated at _____ Rs. _____
 - a. Income of Guarantor Rs. _____
10. a. Member of the Society _____

Short term loans	Outstanding	Overdue	
b. M.T. Loans _____			
c. L.T. Loans _____			
d. Any other loan _____			
11. If the Guarantor indebted to any other agency (Banks Hort. Deptt.), specify details _____ Yes/No
12. It is certified that Guarantor is sound enough to stand guarantee for loans of Rs. _____
 being considered/recommended in favour of Shri _____ S/o _____
 Shri _____ R/o _____

Signature

Investigation officer,
With Name & Designation

Consent of Guarantor to
Stand Guarantee

Date:

Signature of Guarantor

Name _____

S/o _____

R/o _____

**(TO BE OBTAINED ON NON JUDICIAL STAMP PAPER WORTH RS.3/- ONLY
DULY ATTESTED BY NOTARY PUBLIC)**

FORMAT OF THE AFFIDAVIT TO BE OBTAINED FROM GUARANTORS

AFFIDAVIT

I Sh. _____ S/O _____ R/O _____
do here by solemnly affirm and declare as under :-

1. That I am permanent resident of J & K state
2. That I am business-man running business under the name and style M/s _____
at _____

OR

- That I am serving as a _____ in the department of _____
3. That my monthly income from the said business/employment is Rs _____
 4. That besides the business aforesaid or income drawn as stated above. I also owned immovable assets worth Rs. _____ in shape of _____ situated at _____ Which is free from all encumbrances.
 5. That I voluntarily stand as a guarantor in favour of Shri _____
S/O _____ R/O _____ Who is borrowing loan/cc limit of Rs _____ from the Jammu Central Co-operative Bank Ltd. Branch _____ on his own name / firm.
 6. That in case of default in the repayment of loan I shall be personally liable to make the repayment of loan along with interest and the same can be recovered by putting my immovable / moveable assets/property to auction even without intervention of court

I further declare that the averment made in the affidavit are true and correct to the best of my knowledge and belief. Nothing has been concealed or kept back there from

DEPONENT

VERIFICATION

Verified today viz _____ the day of _____ 20____ at _____ that the averments of this affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed or suppressed there from.

DEPONENT

PROPOSAL FROM BRANCH MANAGER

Sub:- Application of.....S/o.....
(Name of applicant)
R/o.....for Cash Credit/Term loan of Rs.....
(Permanent address)
in the name.....for.....for
Name of account (Purpose)
Rs.....
(Amount)

INTRODUCTION

1. Sh.....S/o.....
R/o.....District.....is a permanent resident of
J&K State and has approached the Bank Branch for financial assistance for meeting in part the cost
of.....estimated to cost of Rs.....
(Purpose)

2. CREDIT WORTHINESS

Sh.....owns assets worth Rs.....Lakhs
comprising the following

A. ASSETS

i) Fixed Assets

Description

Location

Rs. in Lakhs

Estimated value

ii) Liquid Assets

a. Cash in hand & bank balance

b. Investment in sister concerns
(give detail stocks)

c. Stocks

d. Sundry debtors (give details)

Total :- A

B. LIABILITIES

a. Borrowings from bank/s (give details)

b. From private concern/s

c. Other creditors (estimated)

Total :- B

Net Worth (A-B)

Rs.....Lakhs

Independent enquiries made in the market have revealed that Sh.....
(Say about his

.....
general reputation)

3. COST OF ABOVE AND MEANS OF FINANCING

The total cost involved in the preposition..... is estimated at
Rs.....Lakhs as under:-

(Rs. in Lakhs)

a) (For Transport Business only)

- i. Cost of Chasis (as per dealer's bill)
- ii. Cost of body fabrication .
- iii. Cost of extra two tyres
- iv. Cost of accessories
- v. Insurance charges
- vi. Registration & other expenses
- vii. Legal expenses

Total :-

b) For other (Specify)

The investment estimated to cost of Rs. _____ lakhs is proposed to be met as under :-

a. LOAN FROM THE BANK

(Say seperately according to nature)

b. Promotor's own contribution

Total :-

While the bank shall grant a loan of Rs. _____ Lakhs ,the promoter has to bring in Rs. _____ Lakhs from his own sources as his contribution which he/is expected to meet comfortably as he has enough liquid assets.

It is being stipulated that the promoters shall deposit his entire contribution towards acquisition of assets with the Bank, when required.

RECOMMENDATIONS

The Managing Director is requested to kindly consider the application of Sh. _____

S/O _____ R/O _____ District _____

for sanction of a loan/limit of Rs. _____ Lakhs in his /her favour subject to following specify terms & conditions.

i) DISBURSEMENT

The loan shall released together with the promoter's contributions direct in favour of the supplier particularly in case of chasis and fabricators of body

ii) INTEREST

At the rate prescribed from time to time to be compounded on quarterly rests, with Penal interest @1% on defaulted instalments/Loan/Limit

iii) SECURITIES

The loan /limit is to further secured with following:-

A. Guarantees of :-

1. Sh _____ S/O _____ R/O _____ at

present _____ (Occupation) having monthly income of approximately Rs. _____ as per affidavit/Certificate /Income Tax Assessment Certificate His movable assets consisting of _____ and immovable assets consisting of are valued approximately at Rs. _____ as per market rates.

AND

2. Sh. _____ S/o _____ R/O _____
at present _____ (Occupation) having monthly income of approximately Rs. _____ as per affidavit/Certificate/Income Tax Assessment Certificate His movable assets consisting of _____ and immovable assets consisting of _____ are valued approximately at Rs. _____.

B. Hypothecation of stocks /assets existing and to be created out of loan/limits to be given by the bank

C. Collateral if secured by mortgage of property consisting of _____ valued at Rs. _____ by Sh. _____ official valuer with title verified by Sh. _____ approved legal advisor of the bank indicating clear and marketable.

iv) **REPAYMENT**

The loan Rs. _____ Lakhs shall be repaid in _____ monthly/quarterly /half yearly equal instalment of Rs. _____ commencing from _____ months from the date of disbursement.

The Limit shall be renewable after every _____ year subject to satisfactory performance

Date :

Signature of Branch Incharge with seal