

APPLICATION FORM OF HOUSE BUILDING LOAN FOR NOMINAL MEMBERS



To
The Chief Executive Officer,
The Burdwan Central Co-op. Bank Ltd.

Through :
The Branch Manager,

Branch.

[for office use only]

SANCTIONED HOUSE BUILDING LOAN OF

Rs. _____/- (Rupees _____)

Director _____ Chairman _____
Investment and Loan Committee Dt. _____

Sub : Application for House Building Loan of

Rs. _____/- for _____ (purpose)

Dear Sir,

I/We the undersigned person(s) having admitted as Nominal Member(s) of your Bank vide H.O. Ref. No. _____ dated _____, request you to sanction House Building Loan of Rs. _____/- (Rupees..... only) for the purpose mentioned in Annexure-I. Details of my / our source of income and other related information are also mentioned in other annexures.

In this connection, I / We hereby declare :-

- That all the information furnished by me/us are true and complete.
- That I / We have not borrowed any type of House Building Loan from any other Financial Institution.
- That I / We shall furnish all other information that may be required from your end from time to time and shall execute all agreements / bonds as may be necessary.
- That information given by me / us may be exchanged by you with any agency.
- That any representative/s of your Bank or any representative/s of NABARD or any other agency as will be authorised by you may inspect the house/flat at all reasonable times.

I / we also undertake to inform you immediately for any change in my / our occupation / employment and residential address.

Yours faithfully

Date :

Place :

Signature of Applicant (s)

(N. B. : - For enclosures please see overleaf)

APPLICATION FORM OF HOUSE BUILDING LOAN FOR NOMINAL MEMBERS
THIS APPLICATION MUST BE SUBMITTED ALONGWITH FOLLOWING ENCLOSURES

1. Xerox copies of letter of the Bank approving membership and counter foil of deposit of Admission Fees and initial Share money. (Applicable for new member only).
2. Xerox copy of title deed of land.
3. Agreement with seller. (in case of purchase of ready built house / flat)
4. Xerox copy of sanctioned plan and estimated cost of proposed construction.
5. Copy of Conversion Certificate in case of agricultural land.
6. Salary Certificate and Form-16 of previous year (in case of salaried person)
7. Allotment letter of Housing Co-operative Society. (where applicable).
8. Valuation Certificate of valuer (in case of purchase of ready built house / old flat).

Yours faithfully

Signature of Applicant (s)

(N.B. - For enclosures please see overleaf)

REPORT & RECOMMENDATION OF THE BRANCH
ANNEXURE - I
[BIO-DATA AND DETAILS OF THE PROPERTY]

1. a) Name in full _____ b) Father / Husband's Name _____
2. b) Residential Address _____ b) Telephone No : _____
3. a) Office Address _____ b) Telephone No : _____
- c) Date of birth _____ d) Sex _____ e) Caste _____

4. Qualification : _____	Annual Income as per last Income Tax Return Rs. _____
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5. Details Occupation

SALARIED PERSON			SELF EMPLOYED PERSON	
Designation :			Business Address :	
Date of Superannuation :				
Name of employer :				
Address :			Activity :	
Account with the branch (if any)	Relationship	Occupation (in details)	Address	Name
Phone No :			Phone No :	

6. Details of property to be purchased / constructed :

- | | | |
|-------------|-----------------|---------------|
| i) Plot No. | ii) Khatian No. | iii) J. L. No |
| iv) Mouza | v) Area | vi) Class |

vii) In case of purchase :-

a) Valuation : Rs. _____

b) Name of seller / builder / housing Society.

7. Estimated cost of proposed construction / Purchase price :

a) i) Amount of loan prayed for :

b) Source of own involvement :

i) Bank Deposit Rs. _____

ii) Own involvement :

ii) Loan from other source (specify) Rs. _____

iii) Others (Specify) Rs. _____

Total :

Total Rs.:

8.

Annual Income as per last Income Tax Return Rs.	Proposed repayment term in number. of months
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9. Security offered

a) Primary	b) Collateral
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10.

Proposed guarantors

Name	Address	Occupation (in details)	Relationship	Account with the branch (if any)

It is certify that information stated above are true and you may share the information with any other agency, if required.

Date :

Place :

Signature of Applicant / s

REPORT & RECOMMENDATION OF THE BRANCH

1. About the applicant.

Name :

A) Existing Depositor

Type of Account

Account No.

Date of opening

Average Balance

(i) Savings Deposit

(ii)

(iii)

B) Existing Borrower

Type of Accounts

Amount Sanctioned

Repayment Performance

Existing Collateral Security :

C) Others

2. Recommendation :

Amount Recommended

Repayment Term

Condition

Rs.

Designation (Seal)

Designation (Seal)

Block

Branch

3. Recommendation of Loan Section, Head Office:

Amount Recommended

Repayment Term

Condition

Rs.

Designation (Seal)