

Application No.

Application Date.

Salaried

Self Employed

Self Employed Professional

PLEASE FILL IN BLOCK LETTERS ONLY

Preferred Mailing Address: Res.

Off.

## Personal Details

To be filled in case applicant / co-applicant / guarantor is an individual.

Title	Applicant Mr. Mrs. Ms. Dr.	Co-applicant Guarantor Mr. Mrs. Ms. Dr.
	First Name Middle Name Last Name	First Name Middle Name Last Name
Name		
Father's / Spouse's Name		
Mother's Maiden Name		
Current Residence Address		
Landmark		
	Pin	Pin
	City State	City State
No. of yrs at current residence		
Current residence is	Self owned Family Rented Company's	Self owned Family Rented Company's
Rent per month, if rented	No. of dependants	No. of dependants
Phone No. with STD code		
Mobile No.		
E-mail ID		
Permanent Address		
	Pin	Pin
	City State	City State
Phone No. with STD code		
Date of Birth	DD/MM/YYYY Sex M F	DD/MM/YYYY Sex M F
Marital status	Single Married Others	Single Married Others
Qualifications	Graduate Post Graduate Other	Graduate Post Graduate Other
PAN		
Religion		
Category	OBC SC ST DT/NT Others	OBC SC ST DT/NT Others
Residential Status	Resident NRI PIO	Resident NRI PIO

## Business / Employment Details

To be filled in case applicant / co-applicant / guarantor is non-individual. Details of employer to be filled in case of salaried employee.

Occupation	Applicant Salaried Self Employed Self Employed Professional	Co-applicant Guarantor Salaried Self Employed Self Employed Professional
Salaried	Public Ltd. Pvt. Ltd. PSU State MNC Others	Public Ltd. Pvt. Ltd. PSU State MNC Others
Nature of Business / Empl.		
Name of the Concern / Empl.		
Designation		
Business / Employment Add		

	Pin	Pin
	City State	City State
No. of yrs in current business / employment	Date of Commencement	Date of Commencement
Phone number with STD Code Pan number Details of previous Business/ Employment		

		<b>Ramchandra Leasing &amp; Finance Limited</b>					
Directors / Partners	First	Second				Third	
Name							
Address							
	Pin	Pin				Pin	
Phone No. with STD code							
PAN							
Date of Birth	D D / M M / Y Y Y Y	D D / M M / Y Y Y Y				D D / M M / Y Y Y Y	
Directors / Partners	Fourth	Fifth				Sixth	
Name							
Address							
	Pin	Pin				Pin	
Phone No. with STD code							
PAN							
Date of Birth	D D / M M / Y Y Y Y	D D / M M / Y Y Y Y				D D / M M / Y Y Y Y	
Reference 1 (From relative only)						Reference 2	
Name		Name					
Relationship		Relationship					
Address		Address					
Phone	Mobile	Phone				Mobile	
Bank Account Details							
<b>Income / Assets / Liabilities Details</b>							
		<b>Applicant</b>			<b>Co-Applicant</b>		
INCOME Gross Monthly Income Net Monthly Take Home Other Income (specify sources) Average Monthly Expenses Monthly Instalments you can pay							
ASSETS 1.Property and other Assets 2.Motor Vehicles 3.Fixed Deposit (if any) 4.Current Balance in PPF 5.Current Balance in PF (your share) 6.Other Investments (bonds / securities) 7.Sum assured of life insurance policies							
		<b>Applicant</b>			<b>Co-Applicant</b>		
<b>LIABILITIES Name &amp; address of institution from whom loan has been availed with purpose of loan</b>		Balance Balance Balance Outstanding Term Repayment (Rs.) (Months) (Rs.)			Balance Balance Balance Outstanding Term Repayment (Rs.) (Months) (Rs.)		
1							
2							
3							
Total Liabilities		Rs.			Rs.		

## Ramchandra Leasing & Finance Limited

Property Details		
Property Address	Area of land	
	Area of flat / house / office	
	Property Type	Residential Commercial
	Ownership Type	Sole Joint
Pin	Approximate Market Value	Rs.
Nearest Landmark	Present Owner	

Loan Details		Loan tenor:		years
Loan Amount:				
Interest Rate:	Floating Rate	Fixed and Floating Rate		
Purpose of loan		Estimate of requirement of funds		Estimate of sources to meet requirement of funds
Self Construction		1. Total purchase price / construction cost	Rs.	4. Loan requested
Plot plus Construction				5. Savings from Bank
Ready Purchase		2. Incidental costs (if any)	Rs.	6. Disposal of investments (fixed deposits / shares, etc.)
Under Construction				7. Amount already spent (source )
Balance Transfer			Rs.	8. Provident Fund (refundable/non-refundable)
Balance Transfer with Top Up		3. Other costs Please specify		9. Other ( specify )
Top Up				Estimate of sources of funds
Balance Transfer Under Construction		Total requirement of funds		
Personal / Business use :		A. (Sum of 1 to 3) Total	Rs.	B. (Sum of 4 to 9) Total

**(For Business Loan)**

Note: \A\ which is the total requirement of funds, should equal estimate of sources, \B\ which indicates the sources from the cost will be met.  
It is important that you indicate in detail, the sources from where the cost will be met in order to help us process your application faster.

### DECLARATION

- 1 I / We declare that all the particulars and information and details given / filled in this application form are true, correct, and complete and up to date in all respects and that I / we have not withheld any information  
 2 whatsoever. Company has the right to reject the application in case any of the information provided in this application form is found to be false / incorrect / misleading.  
 3 I / We confirm that no insolvency proceedings or suits for recovery of outstanding dues or monies whatsoever or for attachment of my / our assets or properties and / or any criminal proceedings have been initiated  
 4 and / or are pending against me / us and that I / we have never been adjudicated insolvent by any court or other authority.  
 5 No action nor other steps have been taken or legal proceedings started by or against me / us in any court of law / other authorities for winding up, dissolution, administration or re-organization or for the appointment  
 6 of a receiver, administrator, administrative receiver, trustee or similar office or for my / our assets.  
 7 I / We authorize Company and all its group companies to exchange, share or part with all the information / data or documents and details relating to my / our application and / or existing loans and / or repayment

I / We understand and acknowledge that Company shall have the absolute discretion, without assigning any reasons (unless required by applicable law), to reject my / our application and that Ramchandra Leasing & Finance Limited shall not be responsible / liable in any manner whatsoever to me / us for such rejection, or any delay in notifying me / us of such rejection and any costs, losses, damage expenses, other consequences, caused by reason of such rejection or any delay notifying me / us of such rejection, of our application.

I am / We are neither related to any of the Directors of the Company.

I have been explained the product features of the loan I have applied for. I have understood the terms and conditions of Home Loan / Business Loan product of Company and I agree to abide by them.

Documents	Salaried	Self Employed / Business Entity
Application Form	Yes	Yes
Photograph signed across	Yes	Yes
Bank Statement	Last 6 months from Salary Account	Last 6 months from Primary Business Account
Proof of Income	Last 2 Salary Slips / Salary Certificate	2 years; IT Returns with Computation of Income and Certified Financials
Proof of Turnover	N.A.	Latest Sales / Service Tax returns / VAT returns
Proof of continuity / Current Employment / Business Stability (any one)	Form 16 / Company's appointment letter / Other supporting documents	Trade Licence, Statutory Licences, other supporting documents
Proof of Identity (any one)	Passport / Voter's ID / PAN Card / Photo Credit Card / Employee ID Card (Govt. & Public Ltd. Co.)	Passport / Voter's ID / Pan Card / Photo Credit Card
Proof of Residence (any one)	Passport / Ration Card / Utility Bill / LIC Policy / Lease Agreement / Leave & Licence Agreement	Passport / Ration Card / Utility Bill / LIC Policy / Lease Agreement / Leave & Licence Agreement
Proof of Age (any one)	Passport / Driving Licence / Birth Certificate / LIC Policy / Government ID Card / School Leaving Certificate / PAN Card	Passport / Driving Licence / Birth Certificate / LIC Policy / School Leaving Certificate / PAN Card
Proof of Qualification	N.A.	For Professionals: Copy of highest professional degree
Copy of Partnership deed	N.A.	For Partnership firm
MOA, AOA, Board Resolution, Certificate of Incorporation, CA Certificate	N.A.	For Companies