

## LOAN APPLICATION FORM(Annexure 3)

The Chief Executive Officer

FIs

Thimphu: Bhutan

Dear Sir,

I/We would like to request for a loan of Nu.....  
(Ngultrum's.....)

### 1) Borrower Particulars

Name.....CID No.....

D.O.B (DD/MM/YYYY).....Sex (Male/Female).....Marital Status  
(Single/Married).....

Email ID.....Mobile  
#1.....2.....

Business License no.....CIT/BIT  
No.....Occupation.....

Gups Mobile No..... Group leader/Chairmans Mobile  
no.....

### **Present/Contact Address**

.....

.....

.....

.....

### **Permanent Address**

Village.....

Gewog.....

Dzongkhag.....

Thram No/Plot No.....

..... House No.....

Contact telephone:.....Fax.....

Father's Name.....Mobile  
No.....

Address.....Occupation.....  
.....

Name of Spouse .....Mobile  
No.....

Address.....Occupation.....  
.....

2) **Purpose of Loan:**.....

3) **Repayment Source:**

a) House Rent Nu.....c) Business Nu.....

b)Farming Nu.....d) Others Nu.....

4) **Mode of Payment:**

a) Monthly b) Quarterly C) Half yearly d) Annually

5) **Repayment Term**

|                        |  |
|------------------------|--|
| Repayment Term Desired |  |
|------------------------|--|

6) **Security offered:**

Insurance Policy  
No.:.....

Validity ..... date  
 from;.....to.....  
 Type ..... of ..... Insurance:1.....  
 2.....  
 3.....

**9) DETAILS OF Gups or Dzongkhag technical window committee chair person (IF APPLICABLE )**

Name :.....  
 Contact address.....  
 Contact No:Mobile..... Fixed Phone no.....Fax No.....  
 Email Id:.....

**10) DOCUMENT CHECK LIST (TICK ALL APPLICABLE)**

|   |                          |
|---|--------------------------|
| 1. Photocopy of C.I.D Card  | <input type="checkbox"/> |
| 2. Latest passport size photographs(2 nos)  | <input type="checkbox"/> |
| 3. Ownership certificate of land where PS activity is taking place or Land certificate.         | <input type="checkbox"/> |
| 4. Copy of insurance policy   | <input type="checkbox"/> |
| 5. Joint inspection report  | <input type="checkbox"/> |
| 6. NOC from member family (in-case of joint family)   | <input type="checkbox"/> |
| 7. Security Clearance   | <input type="checkbox"/> |
| 8. Business profile/ Summary of Business details /cash flow/ P&L account/ Source income details | <input type="checkbox"/> |
| 9.Off-take agreements if applicable.  | <input type="checkbox"/> |
| 10.Technical clearance need from the individual Dzongkhag technical window                      | <input type="checkbox"/> |

committee

**(I) CERTIFICATION**

The undersigned certifies that, to the best of his or her knowledge and belief, all information contained in this loan application and in the accompanying statements and documents is true, complete, and correct. Further, I/We hereby assure to make prompt and timely repayments as per the agreement. In the event of non-compliance, I/We hereby authorize FIs to take legal action as per FIs norms.

**(J) CONSENT CLAUSE**

The Parties hereunto in their respective capacities as hereinabove mentioned do hereby declare that all the information furnished herewith is correct to the best of my/our knowledge and ability and do hereby consent to disclose and share all or such information required by FIs. To do such acts, deeds or things that are deemed necessary to facilitate Credit Information Bureau to ascertain accuracy/correctness of information. The parties hereunto mentioned do hereby give consent to use my/our demographic and credit information by the Credit Information Bureau and other Credit reporting entities.

**(K) CENTRAL REGISTRY**

The undersigned agrees to have his/her/company's movable securities/collaterals, registered with the Central Registry, RMA, to have a secured creditors rights on the properties as per the MIPA 1999 and Bankruptcy Act 1999 of Bhutan.

*\*please note: you are required to bring the original copy of all the documents for verification by the concerned BIL officials.*

Faithfully

Yours

Date .....

Nu.10/-  
Legal  
stamp

impression

Signature/Thumb

Date .....

**For FIs office use:**

| Action taken by Credit Officer          | Date |
|---|------|
| Application receipt date                |      |
| Loan appraised & submitted to Committee |      |
| Loan declined and intimated             |      |

