

Date

AM Loan Seva

Serial Number:

Customer Information Sheet

Connector Name

Connector Type

Customer Location

Customer Profession

Loan Amount

Loan Type

Customer Name

Gender

Date of Birth

Age

Mobile Number

Alt Mobile Number

E Mail ID

Marital Status

Mother's Name

Spouse Name

PRESENT ADDRESS

Land Mark

PIN Code

Residence Type

Family | Single

Year of Staying

Address Proof

Number

PERMANENT ADDRESS

Land Mark

PIN Code

Residence Type

Year of Staying

Address Proof

Document Number

OFFICE | BUSINESS

Office Name

Land Mark

PIN Code

Office Phone

E Mail ID

Nature of Business

Years of Job | Business

Contact Person | Reporting Authority

Mobile No.

Designation

Email

Business Proof

Monthly Salary | Annual Turn Over

PAN

GSTN

Trade License

Other License

### Loan Details Already Availed

| SL | Loan Type PL BL HL LAP AL | Tenure Month | Bank/Finance Name | Loan Amount | EMI Paid Amount Qty | Due Amount |
|----|---------------------------|--------------|-------------------|-------------|---------------------|------------|
| 1  |                           |              |                   |             | X                   |            |
| 2  |                           |              |                   |             | X                   |            |
| 3  |                           |              |                   |             | X                   |            |
| 4  |                           |              |                   |             | X                   |            |
| 5  |                           |              |                   |             | X                   |            |
| 6  |                           |              |                   |             | X                   |            |
| 7  |                           |              |                   |             | X                   |            |
| 8  |                           |              |                   |             | X                   |            |

### FINANCE DIVISION

## Reference of 2 People (Personal / Professional)

|                     |  |                     |  |
|---------------------|--|---------------------|--|
| <b>Name</b>         |  | <b>Name</b>         |  |
| <b>Relationship</b> |  | <b>Relationship</b> |  |
| <b>Profession</b>   |  | <b>Profession</b>   |  |
| <b>Address</b>      |  | <b>Address</b>      |  |
| <b>Mobile</b>       |  | <b>Mobile</b>       |  |

### Checklist of Documents for Submission & Verification

| PERSONAL LOAN   GOVERNMENT & PRIVATE EMPLOYEE DOCUMENTS             |  |          |          |        |
|---|--|----------|----------|--------|
| SL  | Documents List                                 | Number   | Password | Number |
| 1   | Aadhar (F&B)  PAN                              |          |          |        |
| 2   | Employee ID Card (Govt.   Private)             |          |          |        |
| 3   | Service Book (Govt. Employee)                  |          |          |        |
| 4   | Pay Slip 3 Month (Govt.  Private)              |          |          |        |
| 5   | Bank Statement (Salary Account)                |          |          |        |
| 6   | PP Photo : 3 Copy                              |          |          |        |
| BUSINESS LOAN   SHOP  PARTNERSHIP FARM   COMPANY PROMOTER DOCUMENTS |  |          |          |        |
| SL  | Documents List                                 | Number   | Password | Verify |
| 1   | Business: GSTN   PAN   ITR 3 Yrs               |          |          |        |
| 2   | Business Registration Certificate              |          |          |        |
| 3   | Bank Statement Current Account 1 Yr            |          |          |        |
| 4   | Promoters :Aadhar ( F &B )   PAN               |          |          |        |
| 5   | Promoters :Address Proof   ITR 3 Yrs           |          |          |        |
| 6   | Promoters :Bank Statement Saving Account 1 Yr  |          |          |        |
| 7   | Business :Trade License                        |          |          |        |
| HOME LOAN   LOAN AGAINST PROPERTY DOCUMENTS   SECURED LOAN          |  |          |          |        |
| SL  | Documents List                                 | Status   |          | Verify |
| 1   | Property Patta                                 |          |          |        |
| 2   | Property Pauti   Sale Deed                     |          |          |        |
| 3   | Property Holding Tax : Municipality            |          |          |        |
| 4   | Property Khajana : RI Office                   |          |          |        |
| 5   | Property EC 20 Years                           |          |          |        |
| 6   | Property Valuation (Empanelled Valour)         |          |          |        |
| 7   | Property Legal Opinion (Empanelled Advocate)   |          |          |        |
| 8   | Property Plan Approval (GP  Municipality  BDA) |          |          |        |
| 9   | Employee : Addition of Personal Loan Documents |          |          |        |
| 10  | Business : Addition of Business Loan Documents |          |          |        |
| BUSINESS TAKE OVER (BT) OF ANY TYPE LOAN DOCUMENTS                  |  |          |          |        |
| SL  | Documents List                                 | Password | Status   |        |
| 1   | Loan Repayment Schedule                        |          |          |        |
| 2   | Loan Repayment Statement                       |          |          |        |
| 3   | Loan Sanction Letter                           |          |          |        |

#### **Declaration by Customer, Connector & Manager:**

I have submitted the genuine, authentic, true & complete documents best of my knowledge.

I have verified properly the submitted documents, which are perfect & genuine.

|                 |                  |                  |                |                 |
|-----------------|------------------|------------------|----------------|-----------------|
|                 |                  |                  |                |                 |
| <b>Customer</b> | <b>Connector</b> | <b>Executive</b> | <b>Manager</b> | <b>Director</b> |