# **IOB LOGO**

# **INDIAN OVERSEAS BANK**

**Avalpoondurai Branch**

**ASSETS & LIABILITY STATEMENT**

|  |  |
| --- | --- |
| **From:** | **To** |
| «co\_name» | **THE BRANCH MANAGER** |
| «co\_address1» «co\_address2» | **INDIAN OVERSEAS BANK** |
| «co\_address3» «co\_address4» | **BRANCH: Avalpoondurai** |
| Pin - «co\_pin» | **Date : «loan\_date»** |

Dear Sir,

**Ref. : Application for credit facility submitted**

**By «borrower\_name» and «co\_name»**

**for Rs. «loan\_amount»**

With reference to the above loan application, I furnish hereunder my personal information and details of my Assets and Liabilities in Table A and Table D. I also enclose copies of my Tax Returns / Assessment Order / Salary Certificate / Encumbrance Certificate of my property for your record.

I hereby declare that the particulars furnished by me hereunder are true to the best of my knowledge.

Yours faithfully,

Signature

# **TABLE: A-- PERSONAL INFORMATION**

|  |  |  |
| --- | --- | --- |
| **A.1** | NAME AND ADDRESS (WITH PINCODE) | «co\_name»  «co\_address1» «co\_address1»  «co\_address3» «address\_4» PINCODE-«co\_pin» |
| **A.2** | Father’s Name / Husband’s Name  (in case of Married women) | «co\_father\_spouse» |
| Date of Birth | «co\_dob» |
| **A.3** | Residential Address & Telephone Number | «co\_address1» «co\_address1»  «co\_address3» «address\_4» PINCODE-«co\_pin» |
| **A.4** | Office Address & Telephone Number | NA |
| **A.5** | PAN & IT Circle | «co\_pan» |
| **A.6** | Name of Employer / Nature of Business / Profession | AGRICULTURE |
| **A.7** | Position held now |  |
| **A.8** | Particulars of Previous employment, if any |  |
| **A.9** | Monthly Emoluments (if in service) |  |

|  |  |  |
| --- | --- | --- |
| Gross Income  Per Month Rs. | **LESS** : Deductions  Per Month Rs. | Net Emoluments  per Month Rs. |
|  |  |  |

|  |  |
| --- | --- |
| **A.10** | **Earning From Profession/Business** |

|  |  |  |
| --- | --- | --- |
| **Gross Income**  **Per Annum Rs. lac** | **LESS : Expenses**  **Per Annum Rs. Lac** | **Net Earning**  **Per Annum Rs. Lac** |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **A.11** | Name, Address & Telephone Number of my present Banker |  |

**A.12 Details of Guarantee already executed by me :-**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Principal Debtor** | **Name of Beneficiary** | **Guarantee Amount** | **Guarantee Valid up to** | **Remarks** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**A. 13 Details of Credit Cards held :-**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Bank** | **Card Limit** | **Nature of Card** | **Dues as on date** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## **TABLE: B ASSETS**

## **B. 1 Immovable properties :-**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Owner** | | **Depreciation of Property** | **Location/Address of property (please furnish full details with survey No. Door No. etc.)** | | | **Extent of land** |
| **1** | **2** | | **3** | **4** | | | **5** |
| **1** |  | |  |  | | |  |
| **2** |  | |  |  | | |  |
|  |  | |  |  | | |  |
| **Extent of Building area constructed** | | **Type of property i.e. whether residential / agricultural / Industrial / commercial, etc.,** | | | **Details of documents conferring right** | **Date of purchase of property** | |
| **6** | | **7** | | | **8** | **9** | |
|  | |  | | |  |  | |
|  | |  | | |  |  | |

|  |  |  |
| --- | --- | --- |
| **Original Purchase cost**  **Rs. Lac** | **Present market value**  **Rs. Lac** | **Details of encumbrances, if any, on the property** |
| **10** | **11** | **12** |
|  |  |  |
|  |  |  |
| Total |  |  |

**B.2 Machineries**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Installed at** | **Short description** | **Book Value Rs. Lac** | **Depreciated value Rs. Lac** | **Approximate****Market****Value Rs. Lac** | **Encumbrance of any** |
|  |  |  |  |  |  |
|  | | | | | |

## **B. 3. Deposits held with companies / others:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl.**  **No.** | **Name of the company** | **Nature of Deposit** | **Amount**  **Rs. lac** |
|  |  |  |  |
|  | | | |

## **B. 4 Life Insurance Policies:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date of policy** | **Policy No.** | **Whether Endowment policy or while life policy or other** | **Annual premium Rs.** | **Sum Assured Rs. Lac** | **Surrender Value**  **(Rs. Lac)** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  | **TOTAL** |  |  |  |

## **B. 5. Govt. Securities / NSCs / Shares of Listed Companies**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl.**  **No.** | **Description of Security** | **Face Value**  **(Rs. lac)** | **Market Value** **(Rs. Lac.)** |
|  |  |  |  |
|  |  |  |  |
|  | **TOTAL** |  |  |

## **B.6 Investments in Business**

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Name of the company / firm / concern in which investment is made** | **Amount invested** **(Rs. Lac)** |
|  |  |  |
|  |  |  |
|  | **TOTAL** |  |

**B.7 Deposits held with Banks**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No.** | **Name of the Bank** | **Nature of Deposits held** | **Amount Deposited**  **(Rs. lac)** |
|  |  |  |  |
|  |  |  |  |
|  | **TOTAL** |  |  |

**B.8 Vehicle Owned**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description of Vehicle** | **Registration Number** | **Original**  **Cost (Rs. lac)** | **Depreciated**  **Value (Rs. lac)** | **Appr. Market**  **Value Rs. lac** |
| **1** | **2** | **3** | **4** | **5** |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Insurance company** | **RC book in the name of** | **Encumbrance if any** |
| **6** | **7** | **8** |
|  |  |  |
|  |  |  |

**B. 9 Other Assets Owned**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Nature Description of assets** | **Original Cost (Rs. Lac)** | **Depreciated value**  **(Rs. Lac)** | **Approximate Market Value**  **(Rs. Lac)** | **Encumbrance if any** |
| **1** | **Cash** | **0.50 Lac** | **0** | **0.50 Lac** |  |
| **2** | **Gold** |  |  |  |  |
|  | **TOTAL** |  |  |  |  |

|  |  |
| --- | --- |
| **B.10 TOTAL ASSETS (B.1 TO B.9)** | **Rs. Lac** |

|  |  |  |
| --- | --- | --- |
|  |  |  |

###### TABLE : C LIABILITIES

**C.1 Borrowings from Banks and Financial Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| **Nature of the Institution / Bank** | **Details of Nature & extent of credit limit / facilities enjoyed** | | **Details of securities furnished** |
| **Nature of Credit facilities** | **Extent (Rs. lac)** |
|  |  |  |  |

**C.2 Borrowings from others**

|  |  |  |
| --- | --- | --- |
| **Name of the Lender** | **Amount borrowed (Rs. lac)** | **Details of securities furnished** |
|  |  |  |

**C.3 Other Liabilities**

|  |  |
| --- | --- |
| **Nature of liabilities** | **Extent of liabilities**  **(Rs. Lac)** |
|  |  |

|  |  |
| --- | --- |
| **C.4 TOTAL LIABILITIES (C.1 TO C.3)** |  |

**TABLE : D NETWORTH**

|  |  |  |
| --- | --- | --- |
| **TOTAL ASSETS**  **D.1**  **(Rs. Lacs)** | **TOTAL LIABILITIES**  **D.2**  **(Rs. Lacs)** | **NET WORTH**  **(D.1 minus D.2)**  **(Rs. Lacs)** |
|  |  |  |

**TABLE E : DECLARATION AND UNDERTAKING**

|  |  |
| --- | --- |
| E.1 | I hereby declare that the assets referred above (Table: B) are owned by me and these assets are not alienated or encumbered except to the extent furnished in the statement. |
| E.2 | Further I hereby undertake, not to encumber / alienate the said assets without prior intimate to Bank in writing till all my obligations to Bank are fully discharged. |
| E.3 | I/We also declare that I am not facing any litigation initiated by other banks/ financial institutions and there are no recovery proceedings for arrears of Income Tax, Sales Tax, Customs duty, Excise duty etc. I declare that neither any insolvency / winding up proceedings nor any court case is pending against me in my capacity either as borrower or as guarantor. |

(In case any litigation with other bank is faced or winding up proceedings / court case is pending, the details thereof should be furnished)

|  |  |
| --- | --- |
| **Nature of Litigation** | **Brief Particulars** |
|  | |

|  |  |
| --- | --- |
| E.4 | I am agreeable to the condition that your Bank will have unqualified right to disclose / publish my name is such manner and through such medium as the bank in their absolute discretion may think fit in the event of default by myself. |

Date : «loan\_date»

Place : Avalpoondurai Signature of Borrower

**TABLE: F FOR BRANCH USE**

* 1. We certify that we have verified the information furnished above, with the relative records wherever it is applicable and the assessment made is true and fair to the best of our knowledge and belief.
  2. Copies of supporting documents as listed here below have been obtained and held as branch record.

|  |  |
| --- | --- |
| **Sl. No.** | **List of documents / Papers received** |
|  |  |
|  |  |
|  |  |
|  |  |

**Any other remarks:**

|  |
| --- |
|  |
|  |

**F347**