

Project Report – Checklist

Details of Business

1. Name, constitution, and address of Business.
2. Details (about) Business (services provided, nature of business)
3. Name, address experience of Owner/promoter
4. Capital of business & Contributions of promoter.

Details of Loan

1. Nature of Loan proposed
2. Name of bank
3. Tenure of loan
4. Interest rate applicable

Financial statements

1. Financial report of previous years, in case of existing business.
2. List of Fixed Assets.
3. Revenue/ turnover expected in the subsequent years.
4. Quotations from Suppliers.