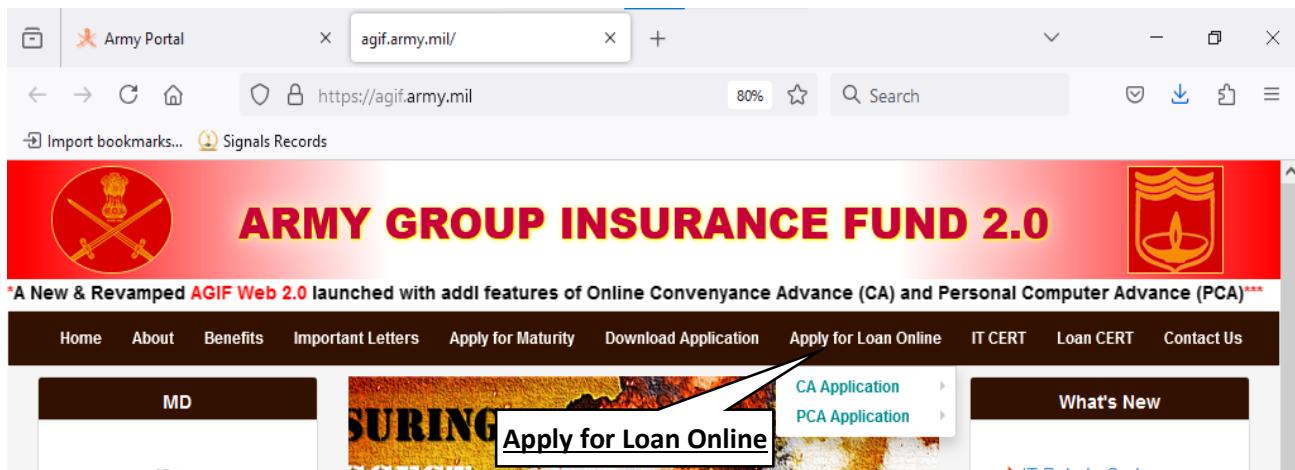


ONLINE LOAN APPLICATION

1. Online Application to be filled through **Army IntraNet** (ADN) computer. This is not available on civil Internet. Online Loan Application is to be used for taking CA (Car, bike, scooter loan) or PCA (Computer loan). Loan application to be filled on **AGIF Webpage**. Use any of the following method to open AGIF Webpage on Army Intranet (ADN) computer.

- (a) **Method 1** - Go to **Indian Army Portal Home Page** and click **Branches**. Thereafter Click **AGIF** below **AG's Br.**
- (b) **Method 2** - On address bar type URL <https://agif.army.mil>

2. AGIF web page will open. Click on '**Apply for Loan Online**' as indicated below:-



3. Fill online loan application after reading the instructions carefully. Take print out of filled loan application form. Thereafter sign the application and get it countersigned as follows:-

Posted At	Offrs	JCOs/OR
Unit	IO	CO (Sign of OC not accepted)
Bde HQ	IO	Dy Cdr or Cdr
Div and above	IO	OC Tps (Col A, Brig A, MG IC Adm)

4. Scan the documents to prepare **single pdf file** of application with all supporting documents in following order:-

Page No	Document to be Scanned
1	Application form (Basic Data and details of loanee/loan)
2	Application form (Agreement & Countersignature)
3	Cancelled cheque of salary bank acct
4	Latest Monthly Pay Slip
5	Quotation from authorised dealer
6	Valid Driving License (Not for PCA Application)

5. Piecemeal scanning and submission will not be accepted. Ensure all supporting documents and application are aggregated in one single PDF file.

6. Again Go to AGIF webpage on Army IntraNet (ADN) and click on '**Apply for Loan Online**'. Then click on **CA/PCA Application**. Thereafter click on **Upload Online CA/PCA Application and Docus**.

7. Upload single pdf file and submit. Contact AGIF in case of any difficulty or clarification as follows:-

- (a) AGIF Help Line No - **011 - 26148055**
- (b) AGIF (Loan) Email - **loandiv@armygroupinsurance.in**

RULES REGULATING GRANT OF CONVEYANCE LOAN
GENERAL INFORMATION / INSTRUCTIONS

Details	New Car		2nd Hand Car		Two Wheeler	
	Offrs	JCOs/OR	Offrs	JCOs/OR	Offrs	JCOs/OR
Max Loan @	20 Lakh	10 Lakh	10 Lakh	5 Lakh	10 Lakh	2 Lakh
For Electric Vehicle	25 Lakh	15 Lakh				
Max Period	1st Time	96 Months		72 Months		60 Months
	2nd Time	72 Months		72 Months		60 Months
	3rd Time	NA		NA		60 Months
Rate of Interest	8.25 %		8.25 %		8.25%	
Service Eligibility	On Joining	Min five yrs of service	On Joining	Min five yrs of service	On Joining	Min five yrs of service
Documents to be Uploaded						
(i) Application. (iii) Latest Monthly Pay Slip. (v) Cancelled cheque of Salary account .			(ii) Quotation (New Car/TW only). (iv) Driving License (Learners also acceptable).			
Addl Documents for 2nd Hand Car						
(vi) Copy of Registration Certificate (RC).			(vii) Insurance Policy.			
@ Loan amount will be 90% of Ex-Showroom price or amount applied, whichever is less.						

1. All AGI members can avail **Conveyance Loan only thrice** in their entire service. Four wheeler loans can be max two times out of the three loans admissible. Two Conveyance Loans can be taken concurrently (One Four Wheeler and One Two Wheeler). Any previous loan (if applicable) along with interest should have been liquidated before applying for fresh loan. CA loan is not applicable for Re-employed offrs and TA pers.
2. The application form and Agreement are reqd to be filled carefully and signed at each page, failing which it will render application to be rejected. **Mobile No** and **E-mail ID** is mandatory. **Latest Pay Slip** to be attached with application. Application is reqd to be countersigned by **Commanding Officer**. Application of Indl posted at **Fmn HQ / Directorate** will be **countersigned by OC Tps**.
3. No **hypothecation** of Car is reqd to be done on the name of AGIF. **Part payment** of CA can be made any time, however, min of 10% of loan amount to be paid. All loanees will be **compulsorily insured** for the loan sanctioned and one time non-refundable insurance premium will be deducted from the loan sanctioned prior to disbursing the loan.
4. Once the Conveyance Loan is **sanctioned**, the **EMI / Loan amount cannot be changed**.
5. Conveyance Loan will **not be sanctioned** for vehicle which has **already been purchased (before Loan sanction date)**. Second hand car should not be older than six years and must be free from all types of loans.
6. **Difference in Cost of Vehicle**. If the **veh purchased** is of less price then the rate of quotation, the difference in cost of vehicle will be deposited back to AGIF along with penal interest. The loan amount will be reduced after adjustment of difference amount and total number of EMIs shall be reduced however EMI amount will not change. Delay in submission of cost difference will accrue 2% penal interest over and above the rate of sanctioned interest.
7. **Non Recovery (Missed EMI)**. If the PCDA(O) / PAO(OR) of the loanee does not deduct the EMI of the effected month from loanee's Pay Slip, individual need to pay EMI of the affected month to AGIF through Demand Draft / Multicity Cheque / Online modes in favour of '**Canara Bank AGIF CA A/c Number 90722010015791, IFSC CNRB0019072**' immediately. It is loanees responsibility to check his payslip every month for EMI deduction and make direct EMI payment to AGIF if it has not been deducted.

8. Loanee will be solely responsible for **intimating any change / update of address** whenever he moves out on posting / ERE / Long TD. Every loanee must update his Bank status whenever he changes bank account from one bank to another or changes branch as he moves to new station. It can be updated by sending one leaf of cancelled cheque of latest Bank account to AGIF. **Folio Number should be mentioned compulsorily** by loanee while corresponding with AGIF.

9. **Documents Required after Purchase of Vehicle.** Photocopy of **RC, Insurance, Bill / Invoice and Cash receipt from Dealer / CSD** to be submitted to AGIF within 180 days of the sanction of loan. Non submission of these mandatory documents will attract additional **02% Interest for Period of Default** over and above the rate of sanctioned interest rate.

10. All **Short Service Officers** of Regular Army units and Medical Officers will be **granted loan for ten and five years respectively** according to initial terms of service. In case of extension of service, copy of relevant auth / letter issued by respective MS branch is required to be attached

11. **Commissioning as Offr from JCO / OR.** On being commissioned as an Offr from JCO / OR, **AGIF will be intimated** and remaining conveyance loan shall be either liquidated by the indl or transferred to PCDA(O), Pune by sending the letter of Authorisation in the name of PCDA(O), Pune duly signed by the individual for deduction of EMIs. In case there is a delay in commencement of EMIs by PCDA(O) then the installments that are due shall be **remitted directly by the loanee to AGIF**.

12. Offrs / JCOS / OR proceeding on **Deputation** to various Organisations, where EMI is not deducted by PCDA(O) / PAO(OR) from their pay slip must remit EMI through DD / Post Dated Cheques / Online modes by 15th of each month in favour of '**Canara Bank AGIF CA A/c Number 90722010015791, IFSC CNRB0019072**'. Indl on deputation are advised to pay one additional EMI at the start of their deputation to cater for any delay in receipt of normal EMI. Application of **APS and DSC pers** to be routed through respective Dte.

13. All rights to review / change in the scheme will be reserved with AGIF Board of Governors (BOG). In the event of any dispute arising with regards to rules / policies it will be subject to the jurisdiction of Delhi courts only.

DETAILS OF EMI AT THE RATE OF INTEREST 8.25% : CA

Amount	1 Year	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years	8 Years
1 Lakh	8711	4535	3146	2454	2040	1766	1572	1427
2 Lakh	17421	9069	6291	4907	4080	3532	3143	2853
3 Lakh	26132	13603	9436	7360	6119	5297	4714	4280
4 Lakh	34842	18137	12581	9813	8159	7063	6285	5706
5 Lakh	43553	22671	15726	12266	10199	8828	7856	7133
6 Lakh	52263	27205	18872	14719	12238	10594	9427	8559
7 Lakh	60973	31739	22017	17172	14278	12359	10998	9985
8 Lakh	69684	36274	25162	19625	16318	14125	12569	11412
9 Lakh	78394	40808	28307	22078	18357	15891	14140	12838
10 Lakh	87105	45342	31452	24531	20397	17656	15712	14265
11 Lakh	95815	49876	34598	26984	22436	19422	17283	15691
12 Lakh	104525	54410	37743	29437	24476	21187	18854	17117
13 Lakh	113236	58944	40888	31890	26516	22953	20425	18544
14 Lakh	121946	63478	44033	34343	28555	24718	21996	19970
15 Lakh	130657	68013	47178	36796	30595	26484	23567	21397
16 Lakh	139367	72547	50323	39249	32635	28249	25138	22823
17 Lakh	148077	77081	53469	41702	34674	30015	26709	24249
18 Lakh	156788	81615	56614	44155	36714	31781	28280	25676
19 Lakh	165498	86149	59759	46608	38753	33546	29852	27102
20 Lakh	174209	90683	62904	49061	40793	35312	31423	28529