

SPECIAL LOAN**(FOR OFFICE USE ONLY)**

Shri/Smt.		
Date of Membership	Date of Confirmation/ Joining	Date of Retirement

LOAN	Date	Amount
First Loan granted on		
Difference		
Article Loan granted on		
Difference		
Special Loan granted on		
Difference		
NEW	DIFFERENCE	RENEWAL

R U P E E S

1. Net Pay								
2. Basic Pay								
3. Eligibility (Basic X)								
4. Loan Applied								
5. Loan Recommended								
6. Capital Deposit Required								
7. Capital Deposit Balance								
8. Capital Deposit Recovery								
RECOVERY FROM LOAN								
9. First Loan								
10. Article Loan								
11. Special Loan								
12. Interest on First Loan								
13. Interest on Article Loan								
14. Interest on Special Loan								
15. Capital Deposit								
16. S G Fund (Pension / NPS)								
17. TOTAL (9 to 16)								
18. Loan Sanctioned (Col. 5)								
Less : Recovery (Col. 17)								
19. NET PAYABLE								

SOL ID	
Inward No.	
Date	

Membership No. _____

Certified that all the above particulars are correct as per books/rules of the society.

Maker_____
Checker_____
Manager**RECOMMENDATIONS**

20	Loan Applied (Col. 4)	Rs.							
21	Loan Sanctioned (Col. 18)	Rs.							

ORDERS OF THE COMMITTEE**EXECUTIVE-SUB-COMMITTEE**

The Loan recommended in Col. 5 sanctioned. Recovery (Col. 17) be made. Net amount (Col. 19) be paid.

Secretary / Asst. Secretary

Chairman / Vice Chairman

LOAN DISBURSEMENT DATE

Credit Rs. _____

being the amount of Loan Rs. _____
Less : Recoveries Indicated in Col. 17**R u p e e s**

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on _____

Loan Credited to **IDBI Bank A/c. No.**

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*** Applicant's Signature**

Date :

V. No.:

M. No.

No. of
InstallmentsPrincipal
PreviousPrincipal
Current

विशेष कर्ज

Full Name पूर्ण नांव		Internal Phone अंतर्गत फोन	
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Date of Joining in IDBI/SIDBI/Intech/ IDBI Capital Market	Date of Confirmation :	Date of Retirement :
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Permanent Address		Mobile No.:
रहाण्याचा पत्ता		SQL Id.:

Loan Amount	कर्जाची रक्कम	Rs.	Rupees
	रु		रुपये

Loan Purpose कर्जाचे कारण		Repayment Instalments कर्जा परतफेडीचे हप्ते	84 / MAX.
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Basic Pay	मूल पगार	Rs. रु.	PF / NPS Balance (Attach Statement):
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Sureties जामीन नाम Shri	I offer the following sureties for this Loan या कर्जाला खालील जामीन असतील. Basis Pay एक लाख Rs
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नांव Shri _____	Basic Pay मूळ पगार RS. _____
नांव Shri _____	Basic Pay मूळ पगार Rs. _____

The basic pay of the sureties should not be less than that of the applicant. However, if the applicant's basic pay is more than Rs. 15,000/- the basic pay of each surety should not be less than Rs. 15000/-. Sureties salary slips should be submitted for verification and return.

जामीनांचा मूळ पगार अर्जदाराच्या मूळ पगारापेक्षा कमी असता कामा नये. परंतु अर्जदाराचा मूळ पगार रु. १५०००/- पेक्षा जास्त असल्यास प्रत्येक जामीनाचा मूळ पगार रु. १५०००/- पेक्षा कमी असता कामा नये. जामिनांची पगार पत्रके सोसायटीच्या कार्यालयात दाखवून परत घ्यावीत.

I shall produce evidence, on demand, to show that the amount of Loan is utilised for the purpose applied for. I hereby declare that I have not borrowed from any other Co-operative Credit Society. I agree to abide by the Bye-laws and the rules of the Society now in force or as may be modified or altered from time to time. I authorised the Society to deduct the amount required towards Capital Deposit, S. G. Fund or any previous loan balances with Interest etc. from the amount of loan sanctioned and to credit the balance to my Bank account. Above information furnished by me is true and correct. Required Capital deposit 7% will be recovered from sanction loan amount. S. G. Fund is recovered from loan sanctioned amount which is non-refundable.

ज्या कारणासाठी मी कर्ज मागितले त्याच कारणासाठी खर्च केले असल्याचा पुरावा मागितल्यास मी तो सादर करीन. मी जाहीर करतो की मी दुसऱ्या कोणत्याही सहकारी पतपेढीतून / सहकारी बँकेकडून किंवा दुसरी बँक किंवा संस्थेकडून कर्ज घेतलेले नाही. मी सोसायटीचे सध्याचे पोट-नियम व नियम व त्यात वेळोवेळी होणारे बदल यांस अनुसरून वागेन व ते मला बंधनकारक रहातील. भाग भांडवल कर्जाची बाकी, व्याज, वगैरेचे रक्कम मंजूर झालेल्या कर्ज रकमेमधून वळते करून घेण्याचे व बाकी रक्कम माझ्या बचत खात्यात जमा करण्याचे अधिकार सोसायटीला देत आहे. मी वर दिलेली सर्व माहिती खरी व बरोबर आहे. मंजूर केलेल्या कर्ज रकमेतून ७ टक्के शेअर कॅपिटल कापून घेण्यात येईल.

- All fields are mandatory संपूर्ण अर्ज भरणे अनिवार्य / आवश्यक आहे.
 - Applicant / sureties Take Home Pay should not be less than Rs. 15,000/- अर्जदार / जामिनदार यांच्या हातात येणारा पगार रु. १५,०००/- पेक्षा कमी नसावा.

Date तारीख _____ Society A/c. No. सोसायटी खाते क्र. _____ Empl. Code _____

[illegible]



Dear Sir,

SPECIAL LOAN AGREEMENT
(SUBJECT TO JURISDICTION OF MUMBAI)

THIS AGREEMENT is executed by
.....(Name & address) hereinafter called the "Borrower") at..... on this.....day of.....20..... in favour of IDBI Staff Co-operative Credit Society having its registered office at (hereinafter called "Society").

WHEREAS at the request of the Borrower, the Society has granted Long Term Loan of Rs.
(Rupeesonly)
(hereinafter referred to as "The Loan") for the purpose mentioned in the application dated
(Application) upon the representations, undertakings & affirmations made by the Borrower in the Application and on the terms and conditions stated hereinafter as may be modified from time to time.

I, NOW IN CONSIDERATION, of the Borrower agreeing to borrow from the Society and the Society agreeing to lend and advance the Loan to the Borrower(s), the Borrower hereby agrees, undertakes and declare as under;
The undersigned, (full name) Smt. / Shri.
.....acknowledge having received from the IDBI Staff Co-op. Credit Society Ltd., Mumbai (hereinafter referred to as "The Society") the amount of Long Term Loan Rs.
(Rupees:)
for the purpose stated in the application.

1. The Borrower agrees to repay the said Loan by monthly installments of Rs.
each with additional monthly installments of interest thereon at the rate of or as specified by the Society from time to time. The Borrower shall repay the said Loan on the due date/s and shall utilize the Loan proceeds only for the purpose stated in the Application.
2. The Borrower agrees and confirms that his/her Employer viz: IDBI Bank Ltd. /SIDBI/ICMS/IDBI Intech (hereinafter called the Employer) unconditionally and irrecoverably has been authorized by him/her and shall be competent to deduct from his/her salary or wages payable, any amount as advised by the Society towards the installments/repayment of the Loan together with interest. The Society shall have absolute right to demand any amount which has fallen due and not paid by the Borrower, from the Borrower's Employer and to pay the amount so deducted to the Society in satisfaction of the said Loan & the Interest thereon owing by the Borrower to the Society under the above mentioned loan.
3. In case of cessation of employment with the Employer i.e. IDBI Bank Ltd./SIDBI/ICMS/IDBI Intech for any reason, entire amount of the Loan interest thereon shall become due for repayment forthwith and the Borrower hereby agrees that the Society is authorized to make a demand to the Employer and the Employer shall be competent to deduct first the amount towards repayment of my dues as advised by the Society from the pay, allowance, provident fund, gratuity, commutation of pension, pension, family pension, lien to account, etc., payable to me by IDBI Bank Ltd./SIDBI/ICMS/ IDBI Intech (Employer) and to pay the said amount so deducted to the Society towards the satisfaction of the Loan together with interest thereon owing by me to the Society.
4. The Borrower agrees that the Loan together with interest shall be secured by (i) a Demand Promissory Note (ii) general lien on various deposits held by the Borrower with the Society and/or (iii) pledging/creating specific / general charge on unit/certificates of Share, bonds, securities, certificate of mutual funds etc., held by me, to the Society.
5. The Borrower agrees and undertakes that the Society has all the rights to realize the dues in the Loan account by debiting my deposit / other accounts maintained with the Society and the Borrower authorize the Society to do so without any notice. In case of any default in payment of principal and/ or interest of the Loan, the Society shall be free to take any legal action against the Borrower to recover the amounts due from him/her.

* Signature of Borrower

6. I accept and agree to abide by the Byelaws of the Society now in force and/or as may be modified/ altered from time to time. I also undertake that I shall not borrow from any other Co-op. Credit Society till the said Loan is repaid by me in full.

IN WITNESS WHEREOF the Borrower has set his/her hand to these presents on this day written above.

* Signature of Borrower

7. We, the undersigned have noted the contents mentioned in para (1 to 6) above. The Borrower is known to us and has requested us to stand as Sureties for the Loan and we have agreed voluntarily to become the Sureties for the Loan in consideration of the above. We hereby agree and undertake to be jointly and severally liable to the Society for due repayment of the said Loan with interest thereon in accordance with the above terms and conditions of granting of the Loan Agreement, conditions and the Byelaws and Rules of the Society amended from time to time. We also agree and confirm that our Employers viz IDBI Bank Ltd./SIDBI/IDBI Intech/ICMS are unconditionally and irrecoverably authorized by us and shall be competent to deduct from the salary or the wages payable to us, such amount of the said Loan with interest thereon as may be advised by the Society in case of cessation of employment of the Borrower in IDBI Bank Ltd./SIDBI/IDBI Intech/ICMS or any reason whatsoever. We hereby agree that our Employer viz IDBI Bank Ltd. /SIDBI/IDBI Intech/ICMS shall be competent to deduct first the amount towards repayment of the dues under the above Loan as advised by the Society from the pay, allowances, provident fund, gratuity, commutation of pension, pension, family pension, lien in the bank account etc, payable to us by the IDBI Bank Ltd. /SIDBI/IDBI Intech/ICMS (our Employer) and to pay the amount so deducted to the Society in satisfaction of the said Loan and interest thereon owing by the Borrower to the Society, even in case of cessation of our employment, for any reason.
8. We agree and undertake to inform the Society about any change in the present employment/ cessation of job with the present Employer. In such an event (resignation/cessation) we shall be discharged from liability as Surety only if any other Surety is substituted in our place by other acceptable Surety to the satisfaction of the Society. The dues will not be settled unless a new Surety is substituted in our place.
9. On demand, I promise to pay to the Society a sum of Rs. _____
(Rupees _____)

* Signature of Borrower

SURETIES MUST BE IDBI SOCIETY'S MEMBER

Sign of Surety _____ Sign of Surety _____

Full Name _____ Full Name _____

SOL ID _____ Designation _____ SOL ID _____ Designation _____

Society Membership No. _____ Society Membership No. _____

Pan No. _____ Pan No. _____

Mobile No. _____ Mobile No. _____

Date of retirement _____ Date of retirement _____

**All Signature verified by Supervisor
or officer IDBI/SIDBI/ICMS/Intech**
Signature _____
Name _____
Designation _____
Emp. Code : _____

The Secretary,
IDBI Staff Co-op. Credit Society Ltd.,
Mumbai - 400 005.



Dear Sir,

DEMAND PROMISSORY NOTE
(SUBJECT TO JURISDICTION OF MUMBAI)

Place

Date

Rs.

ON DEMAND I, Shri/Smt/Ms. _____ son /
wife / daughter of Shri. _____ aged about _____ years,
residing at _____
promise to pay to the IDBI Staff Co-operative Credit Society Ltd., or Order the sum of Rs. _____
(Rupees _____ only) together with interest thereon
at the rate of _____ per annum compounded monthly / quarterly / half yearly / yearly for value
received.

* Signature verified

* Signature

One Rupee
Revenue
Stamp And
Sign Across the
stamp

Name : _____

Authorised Officer of Society



FORM K

(See rule 45(1) of the Maharashtra Co-operative Society's Rules, 1961)

To,
The Secretary,
IDBI Staff Co-operative Credit Society Ltd.,
Mumbai - 400 005.

I (Name) of
(Address)

am/have become a member of more than one Co-operative Credit Society / Co-operative Bank.
names of which are given below

- (1)
- (2)
- (3)
- (4)

I do hereby declare as required by rule 45 of the Maharashtra Co-operative Societies Rule 1961 that I shall borrow only from:

**** IDBI Staff Co-operative Credit Society Ltd., ****

WITNESS:

SIGNATURE :
FULL NAME :
SOCIETY A/C. No. :
PLACE :
DATE :

APPLICANT

SIGNATURE :
FULL NAME :
SOCIETY A/C. No. :
PLACE :
DATE :

CHECKLIST

Ensure that —

I. Filling up this form is mandatory for sanction of loan.

II. You and witness have signed the form

III. Savings account no. of the applicant and the witness is written.

IV. Names of the Co-operative Credit Society /Co-operative Bank with address are written.

V. Loan liability Certificate from which you have borrowed should be attached with this form.

CHECK LIST FOR THE LOAN FORM

- First page - Signature and account no. in which the loan to be credited (right hand side mid)
- Second page - Completely filled by applicant with signature at bottom.
- Third page - Signature of Borrower on right hand side.
Please fill the details.
Loan sanctioned amount and EMI will be filled by Society.
- Fourth page - (1) Signature (ii) of borrower on right hand side.
(2) Suretie's signature and their details. (Sureties should be member of Society and if you're applying for more than 1 Loan then sureties must be different for each Loan.
(3) Signature of officer, other than sureties, and applicant in all signature verified supervisor box.
- Fifth page - Demand Promissory Note completely filled by applicant along with ₹ 1/- Revenue Stamp.
- Documents required with the Loan Form:
 - I) Applicant's three (3) month's salary slip
 - II) Latest salary slip of both sureties
 - III) Applicant's Address Proof (Any One)
 - 1) Adhaar card
 - 2) Driving License
 - 3) Passport
- Applicant's NPS/PF Statement
- Details for Stamp paper/ESBTR/ E-stamp / Franking :
(For E-stamp & ESBTR) Amount - Rs. 100/-
1st Party - Applicant's Name
2nd Party - IDBI Staff Co-op Credit Society Ltd.
PAN - AAAAI0083Q
Article Code - 5(h) A (iv)
Consideration Amount - Amount of Loan.

(For Stamp paper)
Please write following line on stamp paper
"This stamp paper is an integral part of the Loan Agreement between (applicant's name) & IDBI Staff Co-op Credit Society Ltd." *Make sure the applicant and sureties also sign on stamp paper.
(Make sure the applicant and sureties also sign on stamp paper.)

(Note: If you're applying for more than 1 Loan, then different sureties are required for each Loan)