

LIC EMPLOYEES' CO-OPERATIVE BANK LTD

LICOBANK ROAD, UDUPI

Email : licobank@gmail.com Ph. 0820-2520826, 2534826

APPLICATION FOR PERSONAL LOAN MEDIUM TERM

Inward No:

AMT.Loan No.

To:

The Secretary

Being a retired employee of Life Insurance Corporation of India and also a Associate member of LIC Employees' Co-operative Bank Ltd., Udupi. I give the required particulars about me and request you to grant loan of Rs.....{Rupees..... (Amount should equally be divisible by No. of Installments)} from the Bank to be expended for the purpose stated below, subject to your rules. I shall repay the loan with interest in equal monthly installments. Also I request you to allot me additional shares necessary for granting me the loan.

1. Associate Membership No :	2. Pension Roll No.:	3. Name : Permanent Address:				
4. Mobile No.:	5. Date of Birth : / /	PAN :				
6. Date of Retirement:	Bank's Branch Name: Udupi / Dharwad					
7. No. of Dependents	8. SB A/c No:	Net Rs.				
9. Gross Pension Rs.	Deduction Rs.	Monthly / Year				
10. Other Income Rs.	Source of Income Rs.					
11. Purpose of loan with details (Vide rule No 2 (I) & (II))						
12. Particulars of previous loans availed : 1. M T Loan No. 2. Loan Availed on : 3. Fully repaid on :						
Please adjust my existing M.T Loan from this loan						
13. Particulars of Court Cases against me:						
14. Name of the surety (if surety is a member of the bank)	M.No.	Date of Birth	Servicing since	Gross Pay Rs.	Net Pay Rs.	Office /B.O/D.O. Place of Work
15. Name of the surety (If the surety is an Associate member)	AMNo	Date of Birth	-	Pension amount	Net pension	
16. Whether member of any other Co-op. Society / Bank?						
17. Particulars of borrowings from the above Society / Bank or from any other Source						

I Solemnly declare that the particulars given by me as above are true and correct to my knowledge and belief and that there is no court attachment against my pension amount. I agree to abide by the loan rules of the Bank now in force and as may be altered from time to time without notice to me.

Place:

Date:

Signature of the Applicant

I declare that the information given by the applicant is correct and in case he / she fails to repay the loan in full with interest in accordance with the rules and conditions and bye-laws of the Bank, I hereby undertake severally to repay any dues of the above loan with interest thereon to the Bank under same terms as the Borrower and do hereby authorize that in the event of the failure of recovery of dues under the above loan and interest by debiting the SB A/c of the principal borrower for any reason, you may recover the dues from my salary/ Pension in proportion by debiting my SB A/c No..... with LIC Employees' Co-operative Bank Ltd. Udupi/ Dharwad, to which my monthly salary /pension amount is created.

Signed by me at _____ on the _____ day of _____ 20...

1. _____

(Signature of Surety)

Name:

M.No.:

- Notes:**
- 1) **Salary Certificate/ pension slip of surety & principal borrower duly attested by the authorized officer with seal and designation showing item wise details of pay/ pension and allowances and also deductions and net “take-home” pay/ pension must accompany this application.**
 - 2) **Witness in the agreement form and Promissory Note must be other than surety.**
 - 3) **There should be no Striking off or correction in the Agreement form, Promissory Note even with authentication by full signatures, using correction fluid (Whitener) is not allowed.**
 - 4) **Do not write Date / month in agreement and promissory note.**
 - 5) **When the borrower or surety are from different working areas, witnesses must be from respective area only.**
 - 6) **Either, member or Associate member can sign as witness.**

Brief Particulars of the Rules about grant of loans

- 1) **MEDIUM TERM LOAN** : Any amount subject to rule 3 below, repayable in not more than 60 equal monthly installments following the month in which the loan is paid with applicable rate of interest p.a payable monthly and may be changed from time to time as per decision of the Board or R.B.I Directions.
- 2) **PURPOSE** : Full details of the purpose should be written so that the loan committee may assess whether the amount applied for is necessary for the purpose stated and whether the purpose stated is genuine or not.

I In case of the “ Medical Expenses” name and exact relationship and aliment of the person for whom the expenses are to be incurred, the name of the Doctor or the Hospital etc. treating the patient, whether the patient is entirely dependent on the applicant and if not, who are the other relations who bear the expenses, the total expenses that are to be incurred etc. should be stated. In the case of “Domestic Expenses” the full details and nature of expenses that are incurred have to be stated. In the case of all other purpose also all the necessary details must be stated. All these details required be stated on a separate sheet of paper under the signature of the applicant. If all the necessary details are not given, the sanction of loan will have to be delayed until all the details got and found satisfactory. When part of fresh loan sought is for clearing earlier loan, the applicant should state so and give particulars for the balance.

Applicant’s Signature

Signature of Surety

II In the case of “Marriage Expenses” the following details will be necessary:

- i) Name of the person to be married and exact relationship to the applicant.
- ii) Place and date of marriage and whether the person to be married is entirely dependent on the applicant and if not who are the other relations who bear expenses is also to be stated.
- iii) Estimated Expenses of the marriage

- 3) **LOAN LIMIT** : Maximum limit of Medium Term Loan is Rs.1 lakh and repayable in 60 monthly installment.
- 4) Loan to be granted must be exactly divisible by the number of monthly installments of repayment. **Applications in prescribed form with demand promissory note, loan agreement and receipt form without mentioning the date should be submitted properly completed and signed by applicant and surety.** Full details of purpose must be stated. Surety should not be witness in any form. Certificate from L.I.C showing full details of gross salary and deductions for last month shall also be submitted in case **surety is a member.**
- 5) The member who has completed minimum 4 years of service in LIC, can stand surety within the parameters like net salary, surety limit, service left so on as applicable to general members.
- 6) An associate member/ member can stand as surety for only one member irrespective of quantum of loan amount to the maximum of Rs. 1 lakh. Further, a member having stood as surety cannot be withdrawn without banks consent and disclosure of surety details of one member to another member will not be entertained.
- 7) If the borrower repays the entire loan already availed within a period of 12 months, grant of fresh loan can be considered either after a period 3 months from the date of such repayment or after recovery of 12 monthly installments.
- 8) Repayment installments shall not exceed beyond the age of 75 years of either borrower or surety whichever is earlier. **Hence birth date and date of retirement of applicant and surety must be stated in the application with necessary proof.**
- 9) Loan interest will be charged on monthly EMI basis.
- 10) Loans sanctioned shall be availed within one month from the date of sanction after which the application lapses.
- 11) Loans and interest dues will be recovered by debiting the SB A/c of Loanee member/ Surety/ or from the salary (In case surety is a member) depends upon the circumstances so arises. For administrative convenience some adjustments may be necessary. However, repayment of the dues is entirely the responsibility of the borrower and surety. If amount is not recovered and paid to the bank in time fine and penal interest will be charged until all dues are cleared.

Applicant's Signature

Signature of Surety

- 12) If loan EMI not recovered for 3 consecutive months for various reasons, the entire outstanding loan balance of said associate member will be treated as overdue and Bank reserves the right to recover the entire dues either from surety's SB A/c or salary (as the case may be) through legal process. The Bank can also modify / change the rules as per R.B.I directives issued from time to time.
- 13) The applicant & surety must have their SB A/c with the bank (In case of surety is an Associate member) and their pension amount should be credited to said SB A/c only.
- 14) In case of surety being a member of the bank, his/her net salary must be 25% of the gross after deducting EMI of the loan so borrowed. Further the loan applicant/ surety being a associate member, their net pension amount must be four times higher than the monthly loan installments.
- 15) Both the applicant's & surety's age shall not be more than 75 years after reckoning the number of loan installment applied for i.e last loan installment shall be the last month on completing the age of 75 years.
- 16) The installment amount will be debited from SB A/c of either the Principal borrower or surety (in case of default) on first of every month or in due course of time as the case may be.
- 17) In case of surety being a member of the bank, the overdue installment will be recovered from the salary following the month in which the installment is overdue.
- 18) Either the loan applicant (principal borrower) or surety must have Cash Certificate/ FD A/c with the bank equal/ higher to the loan amount so raised, for the period upto/ higher than to the loan installment so applied. The same will be treated as collateral security and the bank shall have lien on such security. But if the surety is a member of the Bank, deposit as collateral security is not mandatory.
- 19) If the loan amount not received for successive 3 months the proceeds of said FD/CC will be adjusted towards loan without giving any notice.
- 20) The applicable **interest rate is 9.50%** presently.
- 21) **Share link: The borrower shall hold shares to the extent of 5% of his borrowings.**

Applicant's Signature

1. _____ 2. _____
Signature of Surety/ies

MT Loan No.

LOAN AGREEMENT

Whereas the undersigned principal borrower S/o/D/o..... retired employee of L.I.C of India , having Associate Member No.with L.I.C Employees’ Co-operative Bank Ltd., Udupi has borrowed a sum of Rs..... (Rupees.....only) as loan from the LIC Employees’ Co-operative Bank Ltd., Udupi for the purpose stated in the loan application, agreeing to be bound to repay the said loan inequal monthly installments of Rs. each and the balance if any along with interest at percent per annum payable monthly on the outstanding balance of the principal amount of the loan till the full amount of the loan is cleared and discharged and has also agreed that the said Bank may get the loan recovered by debiting SB A/C with the bank on every month. Know all men that should the said principal borrower fail to act in accordance with the aforesaid terms. I the undersigned surety.

1) S/o/D/o..... retired LIC employee with Associate membership No....., presently residing at having SB A/c Number With LIC Employees’ Co-operative Bank Ltd., Udupi/ Dharwad.

2) S/o/D/o..... presently working in of L.I.C of India, D.O./B.O./S/O.and M.No of LIC Employees’ Co-operative Bank Ltd., Udupi, along with the said principal borrower agree that, we are jointly and severally bound to the L.I.C Employees’ Co-Operative Bank Ltd., for the payment to be made and we bind ourselves and each of us jointly and severally for the whole loan and penal / interest and also to abide by the bye-laws and subsidiary rules of the bank now in force or to be hereafter framed as per Karnataka State Co-operative societies Act, R.B.I directives and the rules framed thereunder now in force or as amended from time to time and that in case any monthly installment is not recovered from the Principal borrower by reason of Principal Borrower is not having enough pension in any month or for any other reason whatsoever, the Bank may get the installments recovered by debiting above mentioned my SB A/c/ recovered from salaries or other moneys payable by L.I.C. or in any other way from the surety in any proportion.

Signed by us at On theday of20.....

Signature of the Surety

Signature of the Principal borrower

WITNESS

WITNESS

1) Signature :

2) Signature :

Name :

Name :

M.No :

M.No. :

S.R. No. :

S.R. No. :

Office & Address:

Office & Address:

LIC EMPLOYEES' CO-OPERATIVE BANK LTD.,
LICOBANK ROAD
UDUPI – 576101

RECEIPT

Voucher No :.....

Received Rupees
from the L.I.C Employees' co-operative Bank Ltd. Udupi being the AMT Loan No
Sanctioned to me by the Bank, as per particulars given below:

1. By Cash / Cheque / D.D./ NEFT / RTGS/ SB.No	Rs.
2.	Rs.
3.	Rs.
4.	Rs.
5.	Rs.

Total	Rs.
	=====

Place :

Date :

Name:

M.No.:

Affix one rupee
Revenue Stamp

Signature

BANK A/C PARTICULARS

- 1) Full Name :
- 2) A/c Type :
- 3) A/c Number :
- 4) Name of the Bank :
- 5) Place :
- 6) IFSC Code :
- 7) Mode of payment : RTGS/NEFT/A/c Transfer/Multicity Cheque/DD

**L.I.C. EMPLOYEES' CO-OPERATIVE BANK LIMITED.,
UDUPI/ DHARWAD**

DEMAND PROMISSORY NOTE

Place:.....

Date:.....

ON DEMAND I/WE..... A.M.No:.....

2) (Surety) M.No/ A.M.No.....

Do hereby promise to pay the L.I.C EMPLOYEES' CO-OPERATIVE BANK LTD, UDUPI or order the sum of rupees together with interest @..... per annum payable monthly from this date for value received.

Rs.....

AMT Loan Account No:.....

Witness No. 1:

Signature: :.....

Name:.....

Member No:.....

Address:.....

.....

Witness No. 2:

Signature: :.....

Name:.....

Member No:.....

Address:.....

.....

..... Signature of the borrower Signature of the surety	<table border="1" style="margin: auto;"><tr><td style="padding: 5px;">Affix Rs.1 Revenue stamp</td></tr></table>	Affix Rs.1 Revenue stamp
Affix Rs.1 Revenue stamp		

Name of the borrower:.....

A.Member No
.....

Address:.....
.....

Name of the Surety:.....

A/Member No
.....

Address:.....
.....