

Loan Application Form for Small Enterprises

Date: -----

"I/We hereby apply to avail financing (new/ rollover/enhancement) at your branch. Our particulars are provided as below:

1. Business Status

Proprietorship ☐ Partnership ☐ Pvt. Ltd Company ☐ Other _____

2. Business Nature

Industrial/Manufacturing ☐ Agriculture ☐ Services ☐ Trading ☐ Other __

3. Business Details

Name of Business		No. of employees	
Business Phone No.		Annual Sales (Rs.)	
Fax No.		Date of Establishment	
Email Address		Main Business Account	Bank Name
Business Address:			A/c No.
Business premises: Owned ☐ Rented ☐			Date of A/C opening
National Tax No (if applicable)		Registration No. (if applicable)	

4. Brief description of business (products or services offered)

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5. Owners/Partners/Shareholders Details

Name	Address	Contact Details	CNIC No	Status in Business	Shareholding (%)
		Cell No: Tel No: Email:		Sole Owner ☐ Partner ☐ Shareholder ☐	

6. Facility(ies) requested

Type of Facility	Amount	Tenor	Purpose	Security/Collateral		Repayment Frequency (Monthly/Quarterly)
				Nature/ Particular	Value	

7. Market Information

Suppliers	Name	Terms of Trade (Cash or Credit Based)	Relationship since (No of years)	Customers	Name	Terms of Trade (Cash or Credit Based)	Relationship since (No of years)

		Cash (%): Credit (%): Tenor:				Cash (%): Credit (%): Tenor:	
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8. Financial indicators (amount in Rs)

Assets		Revenue	
Liabilities		Expenses	
Borrowings			

Existing Business & Personal Loan Details						
Type of Facility	Amount	Tenor	Purpose	Security/Collateral		Repayment Frequency (Monthly/Quarterly)
				Nature/ Particular	Value	

Undertaking

- I/ we certify and undertake that the information furnished above is true to the best of my knowledge. I/ we also authorize the bank/ DFI or its duly appointed agent to contact anyone to obtain reference and to verify the information provided by me/ us in this application.
- I/ we agree that the submission of above information and the loan application form is not approval of finance and I shall have no right whatsoever to claim for finance before any forum, in case the finance is declined/ rejected by competent authority of the bank/ DFI.
- I/ we undertake that the loan will be utilized for the same purpose as specified above in the Loan Application Form.

BORROWER'S SIGNATURE & STAMP

Checklist	✓	×	Not Applicable
Partnership Deed, Form H and Partnership resolution (if applicable)			
Copy of Borrower's CNIC (sole proprietor, partners, director (s))			
Recent net worth statement / tax returns			
Business Account Statement (1-2 years)			
Stock report			

Loan Application Form for Medium Enterprises

I/We hereby apply to avail financing (new/rollover/enhancement) at your branch. Our particulars are provided as below:

9. Business Status

Proprietorship ☐ Partnership ☐ Pvt. Ltd. Co. ☐ Other _____

10. Business Nature

Industrial/manufacturing ☐ Agriculture ☐ Services ☐ Trading ☐ Other _____

11. Business Details

Name of Business		No. of employee		
Business Phone No.		Annual Sales turnover (Rs.)		
Fax No.		Date of Establishment		
E-mail Address		Registration No.		
Business Address		Main Business Account	Bank Name	
			A/C No.	
Business premises	Owned ☐ Rented ☐	NTN No.		
			Date of A/C Opening	

12. Brief description about business (products & services offered)

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13. Owners/Partners/Directors Details

Name	Address	Contact Details	CNIC No	Status in Business	Shareholding (%)
		Cell No: Tel No: Email:		Sole Owner ☐ Partner ☐ Shareholder ☐	

14. Facility(ies) requested

Type of Facility	Amount	Purpose	Security/Collateral		Repayment Frequency (Monthly/Quarterly)
			Nature/ Particular	Value	

15. Market Information

Suppliers	Name	Terms of Trade (Cash or Credit Based)	Customers	Name	Terms of Trade (Cash or Credit Based)
		Cash (%): Credit (%): Tenor:			Cash (%): Credit (%): Tenor:

16. Detail of Guarantees provided by the Directors/Partners to Financial Institutions to Secure Credit

Name of Guarantor(s)	To whom Guarantee Given	Amount of Guarantee	Validity Period	Net-worth of Guarantor

17. Financial Indicators

Particulars	Amount in Rs	Particulars	Amount in Rs
Cash in hand		Current Liabilities	
Cash at Bank		Borrowings	
Inventory value		Total Liabilities	
Investments		Total equity	
Fixed investments		Gross Revenue	
Current Assets		Total Expenses	
Total Assets		Profit after tax	

Existing Business & Personal Loan Details						
Type of Facility	Amount	Tenor	Purpose	Security/Collateral		Repayment Frequency (Monthly/Quarterly)
				Nature/ Particular	Value	

Undertaking

- I/We certify and undertake that the information furnished above is true to the best of my knowledge.
- I/We hereby authorize the bank to obtain information/data regarding my/our Allied Concern's financial and personal details from any credit bureau, agent, financial institutions, companies or from any other sources for the purposes of processing my/our loan application form and to monitor my/our facilities/accounts.
- I/ We agree that the submission of above information and loan application form is not the approval of finance and I shall have no right to claim for finance before any forum, if my request of finance declined by bank for any reasons.
- I/We undertake that the loan will be utilized for the same purpose as specified above in the Loan Application form.

Borrower's Signature & Stamp

Checklist	✓	×	Not Applicable
Copy(ies) of CNICs of Directors/Partners			
Partnership deed or Article/Memo of association			
Audited financials/Projected financials, if applicable			
Copies of last two tax returns of Borrowing entity and Directors/Partners			
Feasibility Report			
Account Statement (1-2 years)			