

CHECK LIST FOR APPRAISAL OF LOAN UNDER CORP DEMAT SCHEME		YES	NO	NA
1	Minimum & Maximum loan prescribed under the scheme is Rs.0.50 lacs & Rs.20 lakhs respectively			
2	All joint holders of the shares have joined as co applicants.			
3	Only close relatives (father, mother, Spouse, son,) are taken as co applicant/s. If NO, deviation sanction reference No:			
4	In addition to spouse, maximum of one close relative joined as co applicant. If No, deviation sanction reference No:			
5	Third party guarantee is obtained. If No, deviation sanction reference No:			
6	Third party guarantee obtained if any, is other than Father, mother, spouse, son, daughter, sister. If NO, deviation sanction reference No:			
7	Shares offered as security are fully paid up.			
8	Shares offered as security are on Bank's approved list.			
9	Shares offered as security should be in Demat form.			
10	Corporation Bank' shares should not be offered as security.			
11	Prescribed margin on value of the shares is maintained.			
12	Whether regular & verifiable income only considered for repayment capacity.			
13	Whether valid income proof as per extant guidelines is obtained ?			
14	EMI/Notional interest as % to net income: EMI/Notional interest of existing & proposed loan together shall not exceed: 50% of net income/take home salary, where net annual income is upto Rs.3 lakhs. 60% of net income/take home salary, where net annual income is above Rs.3 lakhs & upto Rs.10 lakhs 70% of net income/take home salary, where net annual income is above Rs.10 lakhs. If No, deviation sanction reference No:			
15	Whether applicable processing charges are collected ? If NO, deviation sanction reference:			
16	Only term loans shall be sanctioned under the scheme. If No, deviation sanction reference No:			
17	Whether the Branch is one of the identified branches for Corp Demat scheme ?			
18	Whether proposed loan is within the delegated lending powers of Sanctioning Authority?			
19	Undertaking letter to credit the salary of the applicant /Co-applicant to his SB A/c in our Branch to be obtained ,wherever it is possible.			
20	Whether due diligence/ Pre sanction visit is done by the Branch /Outside agency ? Observation: Positive [] Negative []			
21	Post dated cheques /ECS Mandate towards payment of EMI of the loan to be obtained from the applicant/co-applicant/s.			