

CHECK LIST OF DOCUMENTS TO BE SUBMITTED ALONG WITH APPLICATION

Please mark [] the documents that are produced

| PART - A : Common Documents | | Yes | No |
|------------------------------------|--|-----|----|
| 1 | Address Proof & Age Proof (Voter Identification Card, Passport, SSC Certificate or PAN - Card/ Ration Card/Driving licence etc) | | |
| 2 | Two Passport size photographs of the Applicant , Co -applicant . | | |
| 3 | Documents of title for property and/ or all the link documents evidencing title of the property, i.e. Sale Deed and earlier title deeds. | | |
| 4 | Up to date encumbrance certificate for the past 13 years. | | |
| 5 | Latest property Tax-paid receipts. | | |
| 6 | Legal Opinion on title to property from Bank=s approved advocate to be obtained through the branch. | | |
| 7 | Copy of Approved Plan and Building Licence | | |
| 8 | Valuation report from approved Civil Engineer to be obtained through the Branch. | | |
| 9 | Copy of Occupancy Certificate issued by the local authority. | | |
| 10 | Confidential opinion ,from the existing banker. | | |
| 11 | Title holder should make Registered Will in favour of Bank as per the Bank=s format | | |
| 12 | Undertaking letter that no fresh Will to be done during the currency of the loan. | | |
| 13 | Live Certificate /s and Balance confirmation once in a year. | | |
| 14 | In case of repair/renovation/improvement of house: | | |
| | Detailed estimate of project cost | | |
| | Approved plan | | |
| | Licence/permission from competent authority. | | |

NOTE: The checklist is only indicative. The Check List is intended to help the loan applicants to become aware of basic requirements, which will enable the Bank to process the application quickly. The bank reserves the right to accept or reject any application, without assigning any reasons. Neither the Bank nor any of its officials is liable for any delay and/or lapse on part of any third party.