



ANDAMAN & NICOBAR STATE COOPERATIVE BANK LTD.,
PORT BLAIR

Application No:.....& Date of Issue.....

with receipt payment of Rs. 25/-

For Salaried Applicants

Check List

CATEGORY

HOUSING LOAN

1. Name of the Applicant :
2. Age :
3. Name of Father/Husband :
4. Address of the Applicant :
 - a. Door No:.....St. No.....
 - b.W.No..... Tehsil.....
 - c.Dist:.....
 - d.Residence :
 - e.Office :
5. Type of accounts & Balance :
6. Account Number :
7. Date of opening :
8. Monthly Income & Deductions :
 - a. Husband
 - b. Wife
9. a. Name & address of the Employer. :
 - b.Applicant's designation position in the employer's organization & period since when employed & date of retirement :

- c. Amount of loan applied for :
 - d.Repayment capacity :
 - e.Nature & value of securities offered(TDs,RIS,RDs,NSCs etc) :
 - 10. Insurance policy Nos.(If any) :
 - a. Amount of policy :
 - b. Date of maturity :
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DOCUMENTS REQUIRED

- 1.Salary certificate from employer.
 - 2.TDS certificate (Form 16).
 - 3.Bank account statement for last 6 months.
 - 4.Irrevocable letter of authority for deduction from salary (if applicable)
 - 5.Confirmation letter from employer (if applicable)
 - 6.Photographs (2 nos.) of applicant
 - 7.Proof of identity/Voter ID, Driving licence / PAN card, Passport/Islanders card
 8. Proof of residence (Tel.Electric Bill Property Tax receipt)
 - 9.Copy of last premium receipt (if any)
 - 10.Sale deed agreement to sale license
 - 11.Letter of allotment from society (As applicable)
 - 12.Original copy of approved plan & estimate (Municipal Council/ Pradhan)
 - 13.Valuation certificate of land/house
 - 14.Approval for conversion of Agricultural land (as applicable)
 - 15.Khatuni slip Patta Record entry map.
 - 16.Revenue sketch map from the Patwari
 - 17.Latest Non-encumbrance and no-dues certificate from the Tahsildar.
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Acknowledgement by the Authorised Office

The application No:.....from Shri/Smti.....

Received on dated.....by Shri/Smti.....

Designation.....

Dated:

Signature of
Authorised Officer,
A&N State Coop. Bank Ltd.