

# The Hyderabad District Cooperative Central Bank Ltd.,

## LOAN POLICY for CONSUMER DURABLE LOANS

S.NO	FEATURE	POLICY GUIDELINES
1	<b>Objective</b>	The Bank formulated a scheme for financing individuals for purchase of Consumer Durable Goods like TV, Refrigerator, Washing Machine etc.,
2	<b>Description</b>	For the purchase of TV, Refrigerator, Washing Machine etc.,
3	<b>Credit Rating Criteria</b>	1. CIBIL score of the Applicant, Surety should be <b>650 and above</b> with no installment overdues/ delinquencies in preceding 1 year of CIBIL score. 2. If the surety is a Govt. Employee, CIBIL score of the Surety is not mandatory.
4	<b>Maximum Loan</b>	Maximum Rs. 50,000/- per applicant.
5	<b>Rate of Interest</b>	11% per annum.
6	<b>Penal Interest</b>	2% will be charged if in case of default.
7	<b>Repayment Period</b>	The loan shall be repaid within 12 months in monthly instalments.
8	<b>Sanctioning Authority</b>	Sanction/ Disbursement & Documentation part done at Branch Level by the Branch Manager.
9	<b>Pre Disbursement Verification and Sanction</b>	Branch Manager is the Sanctioning Authority and any other Staff other than the Branch Manager should do the verification of the residence & income details of the applicant and should submit a report to the Branch Manager. Branch Manager should duly scrutiny the documents and ensure compliance to the policy and sanction the loan.
10	<b>GL CODE &amp; Description</b>	<b>5355 (CONSUMER DURABLE LOANS).</b>
11	<b>EMI(for 50,000/-)</b>	4420/- shall be charged per month.
12	<b>Eligibility Criteria</b>	Employee working in any PSU/ Central/ State Govt./ Corporate/ Private Company <b>(or)</b> Self-Employed/ Professional in any Business.
13	<b>Security</b>	1. SURETY of Employee working in any PSU/ Central/ State Govt./ Corporate / Private Company <b>(or)</b> Self-Employed/ Professional in any Business. 2. If the Applicant is a Govt. Employee/ Private Employee earning Net Salary of more than 25,000/- per month, with <b>CIBIL more than 700</b> and without any delinquency in the preceding one year then <b>Surety is not mandatory.</b>

14	<b>Margin Money</b>	10% of the Total Cost of the Product to be paid by the Applicant.
15	<b>Income Criteria of Applicant &amp; Surety</b>	<p><b>IF EMPLOYED</b></p> <p><b>1.</b> Pay slips from the working organization, if pay slips cannot be produced then a letter from the Employer stating tenure of work &amp; income of the borrower.</p> <p><b>2.</b> If the Applicant is a Govt. Employee/ Private Employee earning Net Salary with more than <b>25,000/-</b> per month with <b>CIBIL more than 700</b> and without any delinquency in the preceding one year then <b>Surety is not mandatory.</b></p> <p><b>IF SELF EMPLOYED</b></p> <p>Income proof stating the net monthly income along with one year bank statement with an average balance of 10,000/- per month.</p>
16	<b>Documents Required for Security</b>	<ol style="list-style-type: none"> <li>1. A Copy of Employee ID Card.</li> <li>2. Latest Six months Pay Slips.</li> <li>3. Bank Account Statement for 6 months(latest).</li> </ol>
17	<b>Membership fee</b>	<ol style="list-style-type: none"> <li>1. B-Class membership fee of Rs. 100/-</li> <li>2. Admission fee of Rs 10/-</li> </ol>
18	<b>Processing fee</b>	500/- shall be charged per loan + GST.
19	<b>General Documentation required.</b>	<ol style="list-style-type: none"> <li>1. Application Form</li> <li>2. Copy of KYC Documents of Applicant &amp; Surety.</li> <li>3. Passport size photos (3)</li> <li>4. Savings account with our Bank.</li> <li>5. Demand Promissory Note.</li> <li>6. Loan Agreement.</li> </ol>
20	<b>Disbursement</b>	<p>Demand draft to be issued in favour of the seller.</p> <p><b>(or)</b></p> <p>NEFT/RTGS to the Bank Account of the Seller.</p>

**\*\* EMI for 1,000/- is Rs.88.38/- (multiply accordingly)**



GRAMS: "HYCOC BANK"

**THE HYDERABAD (RR) DISTRICT CO-OP. CENTRAL BANK LTD.**

Estd.: 20.12.1957

Email: ceo\_hyd@hyddccb.org

R.No.: 21603

Head Office, Station Road, Nampally, HYDERABAD - 500 001.  
Phone Nos.: 6675 8303/04/05/06/08/09 & 6675 6508; Fax No.: 6675 8304/6682 3910.

\_\_\_\_\_ Branch

## **APPLICATION FOR CONSUMER DURABLE LOAN**

Photo of the Applicant with signature
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Photo of the Surety/ Parent/ Guardian with signature
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### **1 GENERAL**

Full Name of the Applicant	
Father's/ Husband's name	
Date of birth / Age of the applicant	
Marital Status	
PAN No.	
Present Address with Telephone Nos.	
No. of years staying in the present address	_____ years
Permanent Address(Is permanent address same as present address)(if not same, mention)	<b>Yes/ No</b>
Email	
Bank Account No.	
Name of the Bank with Address	
Account Type	
Balance O/S as on date	

### **2 PROFESSIONAL DETAILS**

#### **A IF SALARIED**

Name of the Organization/ Employer	
Organization Type	PSU/ Central/ State Govt./ Private Company
Designation	

Employee No.	
Office Address with Ph. No.:	
Tenure in Present Organization	_____ (Years/Months)

**B IF SELF-EMPLOYEED**

Name of the Firm/ Business Type	
Proprietorship/Partnership	
No. of years in the Business	
Trade Licence No.(License copy to be enclosed)	
Address of the Firm/ Business with land marks	
Electricity Bill of the firm to be enclosed(if available)	

**3 INCOME DETAILS**

**A IF SALARIED**

<b>SALARY PARTICULARS</b>	
Basic Pay	
Dearness Allowance	
Other Allowances	
Gross Salary per month	
Total Deductions	
<b>NET SALARY PER MONTH</b>	

**B IF SELF-EMPLOYEED**

BUSINESSMAN/ SELF EMPLOYED/ PROPRIETARY OR PARTNERSHIP FIRM	
Income/ Financial Details	
Source of Income	
Gross Annual Income	
Net Annual Income	
Frequency(Monthly/ Quarterly/ Half yearly/ Yearly)	

#### 4 PRODUCT DETAILS

Product Category ( TV/ Washing Machine, Refrigerator/AC)(mention if any other)	
Manufacturer (Brand Name)	
Date of Manufacture	
Model Number of the Product	
Supplier / Dealer	
Warranty of the Product(in years)	

#### 5 LOAN DETAILS

Loan Amount Required	
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A) Actual Cost of Product	
B) Cost for extended warrenty (if any)	
C) Installation and Demo Cost	
D) Others accessories for the Product (Screen Guards, Stands, stabilizers, etc) (mention if any other)	
<b>TOTAL COST</b> of the Product (A+B+C+D)	
Margin money ( to be paid by the applicant)	

Signature of the Applicant:

**BRANCH MANAGER**

Date of the Applicant:

Place:

## SURETY PARTICULARS

1	Full Name of the Surety	
2	Father's/ Husband's name	
3	Date of birth / Age of the surety	
4	Full residential address with Telephone Nos (residential proof should be produced)	

1	<b>EMPLOYEE PARTICULARS</b>	
	i) Designation	
	ii) Name of the Institution	
	iii) Address of the institution with Telephone nos.	
	iv) Date of joining the institution	
	v) Whether permanent/temporary	
2	<b>SALARY PARTICULARS</b>	
	Basic Pay	
	Dearness Allowance	
	Other Allowances	
	Gross Salary per month	
	Total Deductions	
	Net Salary per month	

### **IF SELF-EMPLOYEED**

1	Nature of Business	Manufacturing Company/ Services Company/ Trading Company/ Trading Firm/ Others
	Business Name	
	Trade Licence No.(copy to be enclosed)	
2	<b>Income/ Financial Details</b>	
	Gross Annual Income	
	Net Annual Income	
	Bank Account No.	
	Name of the Bank with Address	
	Account Type	
	Balance O/S as on date	

**DECLARATION BY THE APPLICANT & SURETY**

The particulars given above are true and correct and we request you to sanction a Vehicle Loan of Rs.\_\_\_\_\_. I/We have gone through the rules and regulations governing the sanction of the above loan and abide by the said terms and conditions now in force or changes that may be made from time to time.

I/We agree to repay this amount with interest at \_\_\_\_\_% per annum with monthly compounding within \_\_\_\_\_ months from the date of sanction.

Without prejudice to the right of recovery under any law for the time being in force, I/we hereby consent out of free will that in case of default I/we hereby jointly and severally agree that the Bank is entitled to recover the amount from us by invoking the provisions of TSCS Act (Act VII of 1964) or in any other manner deemed fit by the Bank.

Name of the Applicant	Signature of the Applicant
Name and Address of the Surety	Signature of the Surety



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Email: ceo\_hyd@hyddccb.org

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Estd.: 20.12.1957

R.No.: 21603

Head Office, Station Road, Nampally, HYDERABAD - 500 001.

Phone Nos.: 6675 8303/04/05/06/08/09 & 6675 6508; Fax No.: 6675 8304/6682 3910.

Branch: \_\_\_\_\_

**LOAN APPRAISAL UNDER COMPUTER LOAN/ CONSUMER  
DURABLE LOANS**

1. Applicant's Name :
2. Father/ Husband's Name :
3. Age :
4. Permanent Address :
  
5. No. of Dependants :
6. Occupation :
7. Net Monthly Income :
8. Loan Amount Required :
9. Repayment Proposed :
  - i) Principal : Rs. \_\_\_\_\_/-
  - ii) Interest : Rs. \_\_\_\_\_/-
10. Value of connection :  
(is he/she maintaining any  
account with our branches  
please specify nature of  
accounts with A/c numbers)

**Details of the Surety:**

1. Full Name :
2. Father/ Husband's Name :
3. Permanent Address :
4. Occupation :
5. Net Income :

• **Recommendations of the Branch Manager:**

**Branch Manager**





E-Mail: hyd.dccbanc@gmail.com

**THE HYDERABAD DISTRICT CO-OP. CENTRAL BANK LTD.**

Head office: Nampally Station Road, Hyderabad 500001.  
Phone Nos.: 6675 8303/04/05/06/08/09 & 6675 6508; Fax No.: 6682 3910.

Ref no: LT/Other NFS/2020-21

Branch:

Date:

**SANCTION ORDER – CONSUMER DURABLE LOANS**

**Sub:** Sanction of Loan amount of Rs. \_\_\_\_\_/- under Consumer Durable Loans - Communication – Reg.

**Ref:** Loan Application dated: \_\_\_\_\_.

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With reference to your loan application, we are pleased to sanction a loan of Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_) to Sri/Smt. \_\_\_\_\_ S/o, W/o, D/o \_\_\_\_\_ R/o \_\_\_\_\_ subject to the fulfillment of the following terms and conditions.

1. B – Class membership fees of Rs. 100/-, Rs. 10/- towards admission fee & Processing fees of Rs. 500/- + GST to be remitted in the Branch.
2. Loan Agreement and Demand Promissory Note for the loan amount disbursed and should be executed on non-judicial Stamp Paper.
3. Rate of interest shall be charged @11% per annum with monthly installments. 2% penal interest will be charged on overdue instalments.
4. The repayment is insisted on monthly basis. Equated installments of the loan amount (EMI) is Rs. \_\_\_\_\_/-.
5. The repayment tenure will be upto 12 months only.
6. It will be open to the bank to depute its officer for verification of loan and proper utilization of loan at any point of time.

If the above terms and conditions are acceptable to you, you may contact our Branch and fulfill all the above requirements for release of the loan immediately.

**Branch Manager**

To

Sri/Smt. \_\_\_\_\_ S/o, W/o, D/o \_\_\_\_\_ R/o \_\_\_\_\_

Copy to

The Branch Manager for information.