

## **Application for Loan Assistance**

To,

National Handicapped Finance and Development Corporation, Unit-11 & 12, DLF Prime Tower, Ground Floor, Okhla phase-1, New Delhi-110020.

I/We request you to grant me/us the loan assistance as indicated below. The necessary particulars are given as under:

### **PARTICULARS**

1.	Project Name	
2.	Name of applicant	
3.	Contact no. of applicant	
4.(1)	Adhar Card No.	
(2)	PAN Card (Attach self attested Copy)	
5.	Address (indicate district and State clearly) Give proof of address	
6.	Date of birth / Age	
7.	Disability type & percentage (Attach attested copy of certificate)	
8.	Caste/category	
9.	Sex (M/F)	
10.	Annual income	
11.	Relevant experience	
12.	Education/training	
13.	Any other Loan/Financial Assistance received from Central/State Govt. {Y/N}	
14.	If Yes, then please give particulars of such loan/assistance including outstanding, if any.	
15.	Residence : Owned/rented/Any other (Please specify)	
16.	Project cost	
17.	NHFDC share	
18.	Repayment period	
19.	Moratorium period (month)	
20.	No. of installments	
21.	Installment (Principal + Interest)	
22.	Repayment mode (Monthly/Qrly)	
23.	Attach Project Report indicating Revenue inflow and outflow	

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<b>24.</b>	Marketing Tie-up (attach separate sheet)	
<b>25.</b>	Place of Business (Complete address of business to be stated)	
<b>26.</b>	Bank Account Details	
i)	Account No.	
ii)	Account Type (SB/CC/CA/Any Other)	
iii)	IFS Code	
iv)	Branch	
<b>27.</b>	Project supported by:	

**28. Certificate**

- i) I /we certify that all information furnished by me/us is true; that
- ii) I/We have no borrowing arrangements for the unit with any Bank / Financial Institutions, except mentioned above; that
- iii) No legal action has been /is been taken against me/us; that
- iv) I /We shall furnish all other information that may be required by you in connection with my/our application ; that this may also be exchanged by you with any agency you may deem fit; and that you, your representatives/ any other agency authorized by you may at any time to inspect/obtain any information or records.

I /We further certify that I /We do not have any overdue in respects of any financial assistance I /We have availed so far.

Signature of the Applicant

(Name in Block Capital)

Signature of Guardian

(in the case of Intellectually challenged)

Place :

Date :

**Note :**

- i) Please attach three copies of pass port size and full size photographs.
- ii) Each column of the application format should be properly filled up giving appropriate information/suitable remarks. No column should be left blank, instead write 'NA' / 'Not Applicable' in the blank column.

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For Official Use only

To be submitted by Nominated Vishesh Udyami Mitra Agency

We have advised the applicant Mr. / Mrs. /Ms. \_\_\_\_\_ S/o/D/o/W/o \_\_\_\_\_ with regards to his /her application for loan to NHFDC, and have gone through the details of the Project/Project report and having done so, are of the view that the said project is viable. Also, we have verified the submitted copies of KYC documents with the originals of the said applicant. The residential/business premise has also been visited and verified. Having satisfied ourselves about the above, we request that this project may kindly be considered for sanction of financial assistance.

Name , Designation &  
Signature of the Organisation  
handholding the Applicant with  
Rubber Stamp

(Name in Block Capital)

Place :

Date :

<b>S. No.</b>	<b>Mandatory Documents</b>	<b>Tick whether submitted</b>
1	Copy of Disability Certificate	
2	Proof of identity- Voter's ID Card / Passport/ driving license / PAN Card / Aadhar Card	
3	Proof of residence – Recent telephone bill, electricity bill, property tax receipt/ passport/ Voter ID Card	
4	Photos of Applicant (Three Passport size and three Full size out of which one passport size photo be pasted on the body of the form to be signed by the project supporting agency )	

<b>S. No.</b>	<b>Optional Documents</b>	<b>Tick whether submitted</b>
1	Electricity bill/Telephone Bill/ maintenance bill/tax paid for properties offered as collateral security and copies of title documents of the same.	
2	Latest copy of income-tax return / Assessment order etc.	
3	Copies of Sales Tax / Income Tax return	
4	Statement of Bank account for the last 6 months	
9	Sanction letters of facilities presently being availed from existing bankers/Financial Institutions along with detailed terms and conditions.	
10	Others (As applicable)	

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Forwarding Letter for Loan Application to NHFDC Foundation

To

Dated: /\_\_\_/2019

NHFDC Foundation  
DLF Prime Tower, Unit -11 & 12,  
Okhla Phase -1, New Delhi-110020

**Sub.: For forwarding NSK and loan application to NHFDC for establishing NHFDC Swavalamban Kendra to be owned & run by me as income generating tie up arrangement of NHFDC reg.**

Dear Sir,

I have read and understood the offer made by NHFDC Foundation towards establishing NHFDC Swavalamban Kendra for conducting the skill training programmes as income generating activity for my living and the application form (NSK) is enclosed alongwith required documents.

However, I do not have sufficient funds for establishing **NHFDC Swavalamban Kendra at my disposal, at present.** In this regard, it is requested to kindly arrange to forward my term loan application, also enclosed herewith, to NHFDC to finance **NHFDC Swavalamban Kendra** in the income generating tie up arrangement.

I shall be highly obliged with the appropriate action in this regard.

Thanking you

Yours faithfully

Name:

Address:

&Phone No.

**NSK – Ownership Application Form**

To

Dated: / /2019

NHFDC Foundation,  
DLF Prime Tower, Unit -11 & 12,  
Okhla Phase -1,  
New Delhi-110 020

**Sub.: Request for associating me as owner and operator of the NHFDC Swavalamban Kendra (NSK) at \_\_\_\_\_ and providing term loan for establishing the same.**

Dear Sir,

I have read & understood the concept and the project proposal for establishment of **NHFDC Swavalamban Kendra (NSK) (Micro Skill Training Center of NHFDC) from website/from** personal interaction/discussion with the staff from NHFDC Foundation. In this regard, I am interested to avail this opportunity to own and operate the skill training center at \_\_\_\_\_ with concessional term loan support from NHFDC.

The following details are submitted for considering my application for **NSK, \_\_\_\_\_ (ownership and operations) :**

**Professional Details:**

- A) Existing business details :
- B) Monthly income from existing business :
- C) Education Qualification :
- D) Total Experience in running of Training Center, if any :

**Personal Details:**

- E) Name & Address :
- F) Aadhar no. :
- G) PAN No. :
- H) Date of Birth :
- I) Marital Status :
- J) Disability Type and %age :  
(Copy duly verified certificate to be attached)
- K) Contact Numbers :
- L) Email address :

**Other Details:**

- M) Site address for establishing NSK : \_\_\_\_\_

: 2 :

N) Own / Rented :

O) Attach 4 Photos of the place where NSK is to be placed (location including road connectivity)

In case my application found suitable by NHFDC Foundation, I also wish to avail term loan from NHFDC for establishing **NHFDC Swablamban Kendra**.

I request that my application may be considered for **associating me as owner and operator of the NHFDC Swavalamban Kendra (NSK) at \_\_\_\_\_**.

My KYC documents (Aadhar card, Voter ID, PAN card, Disability certificate, ITR returns for last 2 years) & land ownership record/lease rent agreement for the place (where NSK is proposed to be established) are attached.

Signature : .....

Name of Applicant : .....

(In Block Letters)

Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_