



THE MOGAVEERA CO-OP. BANK LTD.

203, Venkatesh Chambers,
Prescot Road, Fort,
Mumbai - 400 001.
Phone : 2207 09 67 / 2207 26 82
2207 10 48 / 2207 54 83
FAX : 2207 64 54

DOCUMENTS TO BE GIVEN BY THE APPLICANT ALONGWITH LOAN APPLICATION FOR HOUSING

1. Advance payment receipts in original.
2. True Copy of Architect Certificate.
3. True Copy of Agreement for sale registered with the Sub-Registrar, duly signed by the Builder and purchaser or original agreement of the flat and share certificate.
4. True Copy of Non-Agricultural Certificate of Land from Collector.
5. Certified plan of the Building from the Builder.
6. IOD/Commencement Certificate from proper authorities.
7. True copy of Title Clearance of the property from solicitors or Advocates.
8. Undertaking from the Builder in his letterhead, signed by the person who has signed the agreement for sale (Collect specimen from the Bank) or NOC from The Housing Society whichever is applicable.
9. Original & latest Income Certificates of sureties and applicants.
10. Undertaking from employer to deduct loan instalments if the applicant is working. (collect specimen from the Bank).
11. Income Tax paid Challans of the Sureties if they are businessman.
12. Latest receipts regarding Government dues and Municipal Taxes paid by the Builders.
13. True copies of the ration cards of the applicant and sureties.
14. Applicant and sureties should be permanent employees and having shares with our Bank.
15. Membership number to be written on loan application form. If not allotted, True Copy of the Shares Money paid receipt to be attached of Borrower and Sureties.

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203, Venkatesh Chambers, Prescott Road, Fort, Mumbai - 400 001.

APPLICATION FOR LAON FOR HOUSING PURPOSE

Latest
Photograph

1. Full Name : _____
2. Whether you being to a schedule Caste / Schedule Tribe : _____
if so, Please produce documentary proof.
3. Office Address : _____

Telephone No. : _____
4. Residential Address : _____

Telephone No.: _____
5. Native Place Address : _____

6. Name Place Address
of the Building or Housing Society : _____

7. Cost of the Flat : _____
8. Area of the Flat : _____
9. Amount already paid by you : _____
(Enclose receipt and agreement to this effect)
10. Amount of laon required by you : _____
11. Whether plan of the building is passed ? : _____
if so, state by whom : a) _____
b) No. _____ c) Date : _____

12. Whether housing society is registered ? : _____
13. If yes, give registration number and date : _____
14. Monthly Gross Salary : Rs. _____
(attach Salary / Income Certificate)
15. Monthly Net Salary : Rs. _____
(attach Salary / Income Certificate)
16. Date of appointment : _____
(If in service)
17. Date of Birth : _____
18. Age of retirement ; _____
(If in service)
19. No. of instalment proposed : _____
(This is subject to discretion of the Board)
20. Share Register No. _____ Total No. of shares held _____
21. (a) Nature of account operated with us : SB/Current/R.D./F.D./and balance
in the Account Rs. _____ as on _____
22. (b) Balance amount lying in each A/c. Rs. _____
23. Have you taken any loan from this Bank previously _____
24. If yes, when it was taken _____ and closed on _____

I hereby declare that all the statements made above are true and correct.

I furnish the following Sureties

1. Shri / Smt. / Miss _____
2. Shri / Smt. / Miss _____
3. Shri / Smt. / Miss _____
4. Shri / Smt. / Miss _____

Date : _____

Applicant's
Signature



We hereby declare that all statements made above are true and correct and we are willing to stand surety to Shri / Smt. _____

for a housing loan of Rs. _____

We are jointly and severally liable to pay loan amount with interest to the Bank if the applicant fails to pay the amount plus interest as and when it is due.

Date : _____

Signature of
Surety No.1

Signature of
Surety No.2

Signature of
Surety No.3

Signature of
Surety No.4

	Regd. No.	Member Since	Shares Held	Last loan Taken on	Closed on	Liability as Surety		Regular or Not
						Loan No.	Amount outstanding	
Applicant								
Surety No.1								
Surety No. 2								
Surety No. 3								
Surety No. 4								

(For Office Use only)

Scrutinized by

Entered in the ledger by : _____

Entered in the Index by : _____

Checked by : _____

Remarks : Managers - Loan & Advances

Remarks : C.E.O.

Sanctioned Rs. _____

Date _____

Chairman



On Society's Letterhead

To,
The Chief Executive Officer,
The Mogaveera Co-op. Bank Ltd.,
203, Venkatesh Chambers,
Prescot Road, Fort,
Mumbai - 400 001.

Dear Sir,

1. The Society is duly registered as a Co-operative Housing Society called as The _____ Co-operative Housing Society Ltd., with the Assistant Registrar, Mumbai / Vasai / Thane of Co-operative Societies Virar, State of Maharashtra under No. _____ under the provision of Maharashtra Co-operative Societies Act, 1960 on _____
2. Shri / Smt. _____ (Vendor's Name) is a bonafide member of our society holding Flat No. _____ of the building. We have been intimated by Shri / Smt. _____ that he/she has agreed to sell his / her Flat No. _____ to Mr./Mrs. _____ and Mr./Mrs. _____ has offered the said Flat as security against the Housing Loan facility to be availed by Mr./Mrs. _____ in this connection the society has no objection for Mr./Mrs. _____ to offer his/her Flat as security by way of mortgage for him/her to raise loan with The Mogaveera Co-operative Bank against the said. We hereby undertake to send the share certificate to the Bank duly transferred in the name of Shri/Smt. _____ as and when the same is transferred to him/her.
3. The Society has issued _____ shares that of Rs. _____ each aggregating to Rs. _____ bearing distinctive numbers from _____ to _____ to Shri / Smt. _____ in accordance with its bye-laws and on payment to full share money. The society has issued a Share Certificate No. _____ dated _____
4. We have been intimated by Shri/Smt. _____ that she / he has agreed to offer his/her Flat No. _____ against the facility availed by him/her from your Bank. In this connection the society has no objection for him/her to take loan against the said Flat No. _____ and we have noted the lien of the Bank in our register and we will not allow the transfer of the said flat to any persons without your written permission.
5. We also confirm that Flat No. _____ allotted to Shri/Smt. _____ is not charged / mortgaged in favour of anybody and hence it is free from encumbrances.

On Builders Letterhead

Dear Sir,

We hereby confirm that we have sold flat No. _____ in the Building in called _____ situated at _____ to Shri/Smt. _____ for Rs. _____ (Rupees _____) under Agreement dated _____

We hereby assure you that the said Flat as well as the said building and the land appurtenant thereto are not subject to any encumbrances, charge or liability of any kind whatsoever and that the entire property is free and marketable. We further confirm that we have a clear, legal and marketable title to the said property and every part thereof. We do not have any objection for mortgage of the Flat to you by way of security for the laon from the Bank, notwithstanding anything to the contrary contained in the said Agreement. We have noted the lien of the Bank in our records and we will not the transfer or sale of the said flat to any other persons without your written permission.

We also under to inform your lien over the said flat and inform your encumbrances to the Co-operative Society as and when formed.

For.....