

**DELHI SC/ST/OBC/MINORITIES & HANDICAPPED FINANCE AND
DEVELOPMENT CORPORATION LIMITED,
AMBEDKAR BHAVAN, INSTITUTIONAL AREA, ROHINI SECTOR-16,
DELHI-110085**

BIG LOAN SCHEME

LOAN APPLICATION FORM FOR LOAN UPTO RS.5,00,000/-

Registration No.....

Registration Date.....

CATEGORY:.....
(SC/ST/OBC/MINORITIES/SAFAI KARAMCHARI/HANDICAPPED)

1. Applicant's Name.....

2. Father's/Husband name.....

3. Permanent Address with telephone No.....

.....

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4. Present Occupation/Profession.....

5. Proposed Activity/occupation.....

6. Address of the proposed work place.....

.....

7. Whether own or on rent.....
(Proof of ownership or rent agreement is to be furnished)

8. Applicant's Date of Birth..... Age

9. Marital Status Married/Single

10. Sex: Male/Female

ATTESTED

PHOTO

11. Educational Qualification.....
12. Annual family income from all source.....
(Please attach income certificate issued by concerned SDM in original)
13. Caste Certificate No. (if applicable).....Sub Category.....
14. Religion (in case of minorities).....
15. Ration Card/Voter I.Card No..... Circle No./AC No.....
16. Mother's Name..... No. of Dependants.....
17. Proposed Industry/Business details.....
(Please attach a separate sheet, if required)
18. Whether you have availed any loan from any financial institution, if yes,
details thereof.....
.....
19. Whether you have availed loan from DSFDC for any activity, if yes, details of
the same.....
.....

20. Cost of Project

S.NO.	PARTICULARS	COST PER UNIT	TOTAL
1.	LAND		
2.	BUILDING/CIVIL CONSTRUCTION		
3.	MACHINERY & EQUIPMENTS		
4.	MISC.FIXED ASSETS		
5.	PRE PRODUCTION EXPENDITURE		
6.	INCIDENTALEXPENDITURE AND EXCLANATED EXP.		
7.	OTHERS EXPENDITURES		
8.	WORKING CAPITAL/MARGIN FOR WORKING CAPITAL		
9.	TOTAL		

21. SOURCE OF FINANCE

S.NO.	SOURCE	% PERCENTAGE	TOTAL
1.	PROMOTER CONTRIBUTION		
2	MARGIN MONEY(DSFDC)		
3	TERM LOAN(APEX CORPORATION)		
4	BANK/OTHER FINANCIAL INSTITUTIONS		
5	OTHER'S (PL. SPECIFY)		
	TOTAL		

22. TOTAL LOAN AMOUNT REQUIRED.....

23. Technical Details:

- a) **Technical knowledge for Installation of Machinery/equipments and knowledge for proposed production and arrangements made for the same.....**
.....
- b) **Production Process**
Provide detailed justification for installation of every machine/equipment and details of production from raw material to finished product.....
.....
.....
- c) **Required raw material, quantity, its source of procurement, cost and availability.....**
.....
- d) **Electricity, Water and Fuel (provide details of arrangements made for for the same).....**
.....
- e) **Polluted wastage management arrangement made, if required**
.....

24. Required Manpower

S.NO	CATEGORY	SALARY P.M.	NO'S	TOTAL SALARY
1.	MANAGERIAL			
2.	SUPERVISOR			
3.	SKILLED			
4.	UNSKILLED			
	TOTAL			

25. Marketing Arrangements

1. Status of Total Demand and Supply in the Area.....

2. Status of competetitors.....

3. Selling Arrangements.....

26. Repayment Details

1. Please indicate the Moratorium period.....

2. Mode of re-payment of loan.....

27. Implementation of project details

S.NO.	ACTIVITIES	COMMENCING MONTH	END MONTH
1.	LAND ARRANGEMENTS		
2.	CONSTRUCTION OF BUILDING		
3.	PROCUREMENT OF MACHINERY AND EQUIPMENTS		
4.	SUPPLY OF MACHINERY AND EQUIPMENT		
5.	INSTALLATION		
6.	COMMENCEMENT OF PRODUCTION		

28. Other details for the similar project of Apex Corporation

S.NO.	ACTIVITIES	COMMENCING MONTH	END MONTH
1	IDENTIFICATION AND SELECTION OF BENEFICIARIES		
2	SELECTION OF ASSETS		
3	AGREEMENTS WITH SUPPLIERS		
4	DRAWAL OF FUNDS FROM APEX CORPORATION		
5	PAYMENTS TO SUPPLIERS		
	TOTAL		

- 29. Working capital requirements. (Please give the justification of working Capital requirements. If the working capital is also required from apex Corporation, give the details. If the working capital has been arranged From some some financial institutions or bank, give the details.**

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- 30. Others:-**
 a) Co-operative understanding
 b) Environment related
 c) Approval of Govt, if any
 d) Different Forecast in format

FORMAT NO.1 (ENCLOSURE-1)

DETAILS

- a) Work Place Address.....
- b) Owned/On lease.....
- c) Lease/Rent per month.....
- d) Cost of construction of building/civil work.....
(With type of construction and Area).....
Cost of construction per Sq. Ft.....

MACHINERY AND EQUIPMENT

S.NO.	MACHINE NAME	COST PER UNIT	TOTAL COST	ESTIMATED LIFE
1.				
2.				
3.				
4.				

Add cost of transportation and installation

S.NO.	PARTICULARS	COST PER UNIT	TOTAL COST
1.			
2.			
3.			
4.			

FORMAT NO. 1 (ENCLOSURE-2)

Cost of production and details regarding estimated profit

Till the date of re-payment of complete loan)

S.N O	PARTICULARS	1ST YEA R	2ND YEA R	3RD YEA R	4TH YEA R	CURRE NT YEAR
1	INSTALLED CAPACITY					
2	CAPACITY UTILIZATION					
3	NO. OF SHIFTS					
4	NO. OF WORKING DAYS					
5	SALE PROCEED					
6	COST OF PRODUCTION					
a	RAW MATERIAL					
b	STORAGE					
c	FUEL AND ELECTRICITY					
d	REPAIR/MAINTENA NCE					
e	SALARY & WAGES					
f	ADMINISTRATIVE OVERHEADS					
g	INTEREST					
h	OTHERS					
7	Total cost of production					
8	Profit before depreciation					
9	Depreciation					
10	Profit before tax					
11	Tax					
12	Profit after tax					

FORMAT NO. 1 (ENCLOSURE-3)

Working capital requirements (per unit) at 100% capacity utilization

S.NO.	PARTICULARS	PERIOD	COST PER UNIT	WORKING CAPITAL MARGIN-APEX CORPORATION
1	RAW MATERIAL			
2	STORAGE AND OTHERS			
3	WORK IN PROCESS			
4	READY STOCK			
5	DEBTORS/CREDITORS			
6	OTHERS, PL.SPECIFY			
7	LESS DEPOSITS IN THE MARKET			
8	NET			

I hereby declare that the information furnished by me in this application form is correct and true to the best of my belief. If any information is found false or incorrect, I shall be responsible for the same.

Date:

(signature of the applicant)

**LIST OF COMPULSORY DOCUMENTS TO BE FURNISHED AT THE TIME
OF SUBMISSION OF LOAN APPLICATION FORM**

1. 4 ATTESTED PHOTOGRAPHS-ONE SHOULD BE PASTED ON THE APPLICATION FORM, TWO COPIES TO BE ENCLOSED WITH THE APPLICATION FORM AND ONE COPY SHOULD BE GIVEN TO THE SURVEYOR AT THE TIME OF SURVEY.
2. INCOME CERTIFICATE ISSUED BY SDM CONCERNED.
3. RATION CARD/VOTER I.CARD ISSUE BY ELECTION OFFICE/PASSPORT(ATTESTED PHOTOCOPY TO BE ATTACHED)
4. AGE PROOF/AFFIDAVIT
5. SC/ST/OBC/HANDICAPPED CERTIFICATE. IN CASE OF MINORITY COMMUNITY, AFFIDAVIT.
6. AFFIDAVIT DECLARING NON AVAILING LOAN FROM ANY FINANCIAL INSTITUTION/GOVT. ORGANISATION/DSFDC.
7. NO OBJECTION CERTIFICATE/RENT AGREEMENT IN RESPECT OF WORKING PLACE WITH OWNERSHIP PROOF. THE WORK PLACE SHOULD BE IN CONFORMING AREA/INDUSTRIAL AREA.
8. PROOF OF TECHNICAL KNOWLEDGE AND EXPERIENCE FOR THE PROJECT.
9. PROJECT REPORT AND FIVE YEAR PROJECTIONS OF ESTIMATED PROFIT DULY ATTESTED BY A CHARTED ACCOUNTANT.
10. INDUSTRIAL LICENCE ISSUED BY THE GNCT OF DELHI.
11. SSI REGISTRATION CERTIFICATE.
12. POLLUTION UNDER CONTROL CERTIFICATE.
13. PROFORMA INVOICE/QUOTATIONS FOR THE MACHINERY AND EQUIPMENTS TO BE INSTALLED.
14. ASSURANCE FROM THE PROSPECTIVE BUYERS FOR THE FINISHED GOODS.
15. A DD/PAY ORDER OF RS.350/- TOWARDS PROCESSING FEE.
16. PERSONAL GUARANTEE AFFIDAVIT.
17. AFFIDAVIT OF LEGAL HEIR.
18. 3 PHOTOGRAPHS OF WORKPLACE (ALONGWITH APPLICANT) FROM DIFFERENT ANGLES SHOWING ITS LOCATION AND AREA.