

Application-cum-Appraisal/Sanction Form for Car Loan

Branch Office: _____

Date of Application: _____

Part – I Applicant/Co- Applicant information

1. Applicant's/Co-Applicant's Name		Last:	First:	Middle:
2. Father's/Husband's Name				
3. (i)Address a) Residence Present*:		Recent Self Attested Photograph of the applicant		
City/Location _____ District _____ Pin Code _____ Country _____				
b) Office				
City/Location _____ District _____ Pin Code _____ Country _____		4. Category of Applicant (Tick appropriate) Physical Handicapped Y/N Ex-Serviceman Y/N Minority Y/N		
(c) Residence Permanent				
City/Location _____ District _____ Pin Code _____ Country _____				
(d) E-mail Id				
(e) Mobile:				
5. Telephone No. : a) Residence: (with STD Code) b) Office:				
6. (a) Income Tax Pan No.*				
(b) (i) Voter ID No.* (ii) Passport No.* (iii) Driving Licence No.*		Any one of these		
7. Individual Type:		☐ Salaried ☐ Professional ☐ Self Employed ☐ Other		
8. a) Age (yrs) b) Date of Birth (dd/mm/yyyy)*: c) Gender (male/female/third gender) d) Marital Status e) Number of dependents in the household f) Earning Member, if any, in family excluding applicant g) Banking with us		☐ Single ☐ Married Yes/No, if yes, a/c no. & Customer Id.		
9. Qualification/Education*		☐ Matriculation ☐ Intermediate ☐ Graduation ☐ PG ☐ Ph. D.		
10. Whether relative of Staff /Director of bank		☐ Yes ☐ No		
11. Residence Ownership		☐ Owned (self/spouse) ☐ Owned (Parents) ☐ Other		
12. Years at current residence*				
13. Collateral security provided?		☐ Yes ☐ No		
14. Type of collateral		☐ Property ☐ NSC/LIC Policy/Govt. Security ☐ Shares ☐ Other		
15. Value of collateral (Rs.)		Rs.	Rs.	Rs.
16. Profession, Please specify				
17. (a) If Self Employed / His/her firm is		☐ Proprietorship ☐ Partnership ☐ Pvt. Ltd. Co. ☐ Others		

Professional	No of yrs in Business/ Profession Line of Activity			
	Income in Last 3years(Rs.)	Current Year:	Last year :	Year before last :
(b) If Salaried	He/she works for	o Govt./Public Sector o Public Ltd.Co. o Private Ltd.Co. o Others		
	Salary account with PNB	Yes/No, If yes, 16 Digit account no. and if no details of Salary Account with Bank, Branch and Account No.		
	Name of the employer	Address		
	Years with current employer			
	Years with previous employer(s)	Years ; Since when:		
	Length of Service Date of Retirement	Years; From To		
	Designation	Since:		
	Total Annual Income (Rs.)*	Gross Net:		
(c) If Other	Occupation			
	Total Annual Income (Rs.)*	Gross: Net:		
(d) Annual deductions (statutory savings, IT etc in Rs.)*				
18. Other loans taken (including previous loans from PNB):		Limit (Rs.) :		
		Present Outstanding (Rs.) :		
		Whether regular: o Yes o No		
		Monthly Repayment (Rs.) :		
19. Statement of Assets and Liabilities (Amount in `)				
Liabilities		Assets		
Outstanding Loans/Advances	Amount			Amount
		Immovable properties:		
		Land		
Bank		Building		
Employer		Movable properties:		
Provident fund		Cash		
Relatives and friends		Deposits with banks		
Others		Investment in Govt. Securities		
		Others		
Total		Total		

Net Worth (Actual in Rs.) - _____

20. Spouse Information: a) Name of the spouse: b) Occupation/Profession: c) Total Annual Income*: d) Is she/he furnishing guarantee? e) Income Tax PAN no.	Office Tel No. : _____ Office Address _____ _____
	Gross _____ Net: _____ oYes oNo

21. Details of Car Loan requested from PNB:

a) Vehicle to be purchased :	Type : _____ Make: _____ Model: _____
b) Total Cost of the Vehicle:	Rs. _____
c) Margin/Applicant's Contribution:	Rs. _____
d) Loan amount	Rs. _____
e) Name & Address of the dealer to whom the payment is to be made	_____
22.Repayment Period (yrs)	_____
23.Monthly installment a) Amount (Rs.)	_____
b) Mode	☐ Advance Cheques ☐ Standing instructions
24.Guarantor : Whether available ?	☐ Yes ☐ No
25.Name, Address and telephone numbers of two references	
Reference 1	Reference 2
_____	_____
_____	_____
_____	_____
_____	_____

26.Details of any pending court cases of Banks/Financial Institutions against Applicants/Partners/Directors: (Enclose details on an Annexure, if needed)	_____
27. Name of the applicant borrower in whose name vehicle to be got registered (Applicable only in case of joint borrowers)	_____

28. I/We request for sanction of loan of Rs. _____ for purchase of _____ (name of vehicle) on the basis the basis of information given above.

It is declared that:

The information given in the loan application is true and nothing has been concealed. The undersigned undertakes to inform the Bank any change in my residence / office address and to provide any further information that the Bank may require. The undersigned has been informed of the charges / fee to be levied by the Bank and agrees to pay upfront fee, documentation charges, etc. as applicable and charged by the bank. The undersigned hereby agree to be bound by these terms and conditions or by the revised additional terms and conditions which may at any time hereafter be made while the loan obtained by me/us is still outstanding

I/We have read and have been advised the terms and conditions relating the scheme for financing _____ (name of the vehicle) and I/We hereby agree to be bound by these rules or by the revised additional terms and conditions which may at any time hereafter be made while the loan obtained by me/us is still outstanding.

In case the loan is sanctioned I/We authorize Punjab National Bank, BO: _____ to remit the total cost of vehicle to M/s _____. I/We have deposited/agreed to deposit with the bank the difference between the total cost of vehicle and the amount of loan sanctioned and also agree to comply with all other prescribed formalities and also agree to pay processing charges as applicable and charged by the bank.

Yours faithfully,

Signature and name(s) of applicant(s))

Note: All columns of the form should be properly filled up and supporting documents duly signed by applicant wherever required should be attached, particularly those marked with a *. *If there is a co-applicant, he/she should fill up another form.* If there is guarantor, he/she should also fill up the guarantor information (Part II)

ACKNOWLEDGEMENT

*Sl. No. _____

Date: _____

Received application from Mr/Ms/M/S _____
R/O/Office at _____ for a _____ (Type
of Loan) loan/ limit of Rs. _____ for _____
(State the purpose). The loan application will be disposed-off and acceptance/ rejection would
be intimated within _____ days from date of receipt of completed application form with
supporting documents.

Serial number and date of the acknowledgement should be quoted in all future
correspondence.

Officer/Manager (Loans)/Incumbent

(Seal of the Receiving Branch)

*Sl. No. of the acknowledgement format should be the same as indicated in the register for
receipt of credit proposals.

Part – II Guarantor information						
1. Name 2. Father's/Husband's Name 3. Address a. Residence* Location/City _____ District _____ Pin Code _____ Country _____ b. Office. Location/City _____ District _____ Pin Code _____ Country _____ c. Permanent Address Location/City _____ District _____ Pin Code _____ Country _____ d. E-mail Id e. Mobile 4. Telephone No.: Residence (with STD code) Office 5. Age (yrs.) 6. Date of Birth (dd/mm/yyyy):* 7. Gender (male/female/third gender) 8. Qualification 9. Is he/she is an Income-tax payer? 10. Income Tax PAN no.* 11. Voter ID No*. 12. Passport No.* 13. Driving Licence No.*	Recent Self-attested Photograph of Guarantor					
14. Type of guarantor		☐ Self Employed ☐ Salaried ☐ Professional ☐ Others				
15. (a) If Self Employed/ Professional	His/her firm is	☐ Proprietorship ☐ Partnership ☐ Pvt. Ltd. Co. ☐ Others				
	Years in Business					
	Total Income in Last 2 yrs(Rs.)	Last year:	Year before last:			
(b) If Salaried	He/she works for	☐ Private sector ☐ Public sector (including govt. enterprise) ☐ Others				
	Designation					
	Name & Address of the employer					
	Years with current employer					
	Salary a/c with PNB	Yes/No, If yes, 16 Digit account no. and if no details of Salary Account with Bank, Branch and Account No				
	Total Annual Income (Rs.)	Last Year:	Year before last:			

16.Statement of assets and liabilities of the guarantor			
Liabilities		Assets	
Outstanding Loans and Advances	Amount		Amount
		Immovable properties:	
		Land	
Bank		Building	
Employer		Movable properties:	
Provident fund		Cash	
Relatives and friends		Deposits with banks	
Others		Investment in govt. Securities	
		Others	
Total		Total	
Net Worth (Actual in Rs.)			

(Enclose photocopies of documentary evidence in support of the above)

17. Having fully apprised myself of the particulars submitted in loan application dated _____ for _____ (mention purpose) loan of Rs.. _____ to be considered by the Bank to Shri/Smt./Miss _____

_____, Son/
Wife/Daughter of Shri _____

_____.

I have agreed to furnish my guarantee for repayment of the loan. I hereby declare that I know the above mentioned applicant (s) very well for the last _____ no. of years. The information furnished by me is true and correct to the best of my knowledge & belief.

(Signature and name of Guarantor)

Date:

Place:

FOR OFFICE USE ONLY:

BO _____.

PNB Score ID : _____ PNB Score _____

Credit Information Report : _____ No. _____ Score _____
Borrower : _____
Guarantor : _____

Any Adverse report, if so detail thereof :

Whether KYC norms in respect of all Applicants/co a applicants/guarantors Have been complied with :

Is the applicant/co-applicant/s are Eligible for concessions under Women Empowerment Scheme :

Whether it is a take over of Loan from Bank/ FI :

Comments/recommendations of Appraising Officer

(Mention the date of visit at Borrower(s) residence/work place)

Recommended for sanction of a Car/Vehicle Loan of Rs. _____ favouring Sh./Smt./Km. _____ for purchase of

_____ (Name of the Vehicle) from _____

(Name of the Supplier) subject to terms & conditions mentioned above. The loan is proposed to be guaranteed by Sh./Smt./Km. _____ / collaterally secured by

_____. The loan shall be repayable in _____ Equated Monthly Instalments (EMIs) of Rs. _____ commencing w.e.f. _____.

The applicable rate of interest @ _____, upfront fee Rs. _____ and documentation charges Rs. _____ which be communicated through a Sanction Letter and acknowledgement may be obtained and kept on record.

(Signature and name of Appraising Officer)

Orders of the Sanctioning Authority

(Signature and name of sanctioning authority)

Place:

Date:

PNB 1055A (R)