

LEASE / LOAN APPLICATION FORM



Date:

PEOPLE'S LEASING & FINANCIAL SERVICES LTD.
City Center, Level # 17
90/1, Motijheel C/A, Dhaka-1000

PHOTOGRAPH
OF THE MAIN
SPONSOR /
APPLICANT

RE: _____ FINANCE

Dear Sirs,

It is my/our pleasure to inform you that I/we intend to avail loan/lease financing from you.
A brief of the proposal is furnished below:

NAME OF THE APPLICANT :

NAME OF THE CO-APPLICANT :

STATUS OF THE CLIENT : **Individual/Company**

PURPOSE OF LOAN/LEASE :

TOTAL COST/ACQUISITION COST :

OTHER COST :

AMOUNT REQUIRED AS LOAN/LEASE :

AMOUNT SPENT/PAID :

PROPOSED TERM :

JOINT SURETY :

SECURITIES :

We are enclosing the standard loan/lease application form duly filled in along with the required papers/documents as asked for your evaluation and consideration of my/our loan/lease proposal.

Thanking you.

Yours faithfully,

Section-A

Company Details

Legal Entity of the Business:

Public Ltd.	Private Ltd.	Partnership	Proprietorship	Others (Specify)
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Name of the Business: _____

Registered Office: _____

Business Address: _____

Premises Status:

Rented	Personally Owned	Family Owned	Others (Specify) _____
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Telephone & Fax: _____

Date of Incorporation: _____ Date of Commencement of Operation: _____

Business TIN: _____ Company Reg. No. _____ VAT Reg. No. _____

Nature of Business:

Trading	Manufacturing	Service	Others (Specify) _____
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Brief Description of Product / Service of the Business _____

	Year	Year	Year
Business Turnover	BDT	BDT	BDT
Net Profit	BDT	BDT	BDT
Net Worth	BDT	BDT	BDT

Capital Structure:

Authorized Capital BDT _____ Paid Up Capital BDT _____

Sponsors:

Name	Age (yrs)	Education	Designation	(%) of Share Holding	Year With Business	Years of Experience

* Note: Please attach additional sheet, if necessary

Sister Concern of the Applicant (if any):

Name & Address	Nature of Business	Business Turnover	Net Profit
		BDT	BDT
		BDT	BDT

Section- B
Personal Details of the Individual/Proprietor/Managing Partner

A. Name: _____

Residence Address: Own/Rented _____

Residence Tel: _____ Mob: _____

Permanent Address: _____
(If different than Residence Address)

Father's Name: _____ Mother's Name: _____

Date of Birth: _____ Personal TIN: _____ Voter ID No. _____

Highest Level of Education:

SSC	HSC	Graduate	Masters	Others-
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Marital Status:

Single	Married
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B. In Case of Business:

Number of Years in Business: _____ Monthly Sales of the Goods/Product BDT _____

Income from Business: BDT _____ Other Income _____

Successor's Name: _____

Involved in the Business: Yes/No. _____ If yes, please specify for how many years _____

Monthly Rental of the Office Premises _____ House Rent _____ Living Expenses _____

Liability (monthly installment) (if any) _____ Business Expense: _____ Utility Payment: _____

C. In case of Individual (Employment Details), Occupation:

Employer's Name & Address: _____

Designation: _____ No. of Years with the Organization: _____

Nature of the Business of Organization: _____

Gross Salary per month: BDT _____ Other Income _____

Spouse's Name: _____ Occupation: _____ Income: BDT _____

Spouse's Office Address: _____

House Rent _____ Living Expenses (food, clothing etc.) _____

Liability (monthly installment) (if any) _____ Utility Payment: _____

Name of The Bank and FI	Initial Credit Amount	Sanction Date	Expiry Date	Period	Monthly Install	Outstanding Amount	Security

* Attach additional Sheet if required.

Section- C**Equipment/Vehicle Details****A.1. Machinery & Equipment Details:**

		Local	LC		
Description		Unit	Unit Price	Total Price	
Production Capacity: Origin: Supplier Name & Address:					
Total Acquisition Cost					
Borrower's Margin					

* Attach additional Sheet if required.

A.1.2. Purpose of the Finance:

Official	Personal	Commercial	Others (Specify)
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B.1. Vehicle Details:

Description	Unit	Unit Price	Total Price
Brand Name: C.C. Model: Engine No. : Chassis No. : Origin: Other Facilities:			
Quotation Ref. No. Supplier Name & Address:			
Registration Cost			
Insurance Cost			
CNG Cost			
Total Acquisition Cost			
Borrower's Margin			

* Quotation to be enclosed in the name of Leasing Company, A/c. Client's Name

B.1.2 Purpose of the Finance:

Official	Personal	Commercial	Others (Specify)
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Section- D Security to Be Offered

A. Details of the Security to be offered:

Nature of Security	Details	Remarks if any
Primary Security		
Collateral Security		
Lien on FDR		
Share Certificate		
PSP/ICB/Bonus Certificate		
Personal Guarantee		
Corporate Guarantee		
Registered Mortgage of Land/Building/Apartment		

B. Joint Surety

I intend to stand as a Joint Surety against the Lease/Loan facility to be extended by PLFS in favour of _____
And furnish below the particulars of my assets and liabilities position. I certify that the following particulars are true to the best of my knowledge.

A. Name: _____ Relationship With The Applicant: _____

Father's Name: _____ Mother's Name: _____ Length of Relationship: _____

Voter ID No. _____ Present Address: _____

Permanent _____

Source of Income: _____ Profession: _____ Name of Company: _____

Office Address: _____

Office Phone: _____ Res. Phone: _____ Mob: _____

Assets and Liabilities as on: / /

Liabilities	Amount	Assets	Amount
Loan from Bank & FIs		Cash and Deposits with Bank and FIs	
Other Liabilities		Land/Building	
		Other Assets	

DECLARATION

I / we declare all the particulars and information given in the application from are true, correct and complete that they shall from the basis of any loan PLFS may decide to grant me /us. I/We confirm that I/We have read the brochure and understood the contents. I/We further confirm that I/We have made no insolvency against me/us nor I/We been adjudicated insolvent. I/We am /are aware that Equated Monthly Installment comprising principal and interest is calculated on the basis of annual interests. I/We agree that PLFS may take up such reference and make such inquiries in respect of this application, as may deem necessary .I/We undertake to inform PLFS regarding any change in my/our occupation/employment and to provide any further information that you may require. I/We further agree that my/our loan shall be governed by rules of PLFS, which may be in force time to time.

Applicant's Signature

Signature of Co-applicant/Guarantor

Verifying Officer's Signature