



EDC LIMITED

EDC House,
Dr. Atmaram Borkar Road
Panaji – Goa 403 001

Tel: 0832-2224510 to 2224517 / 2224509
Website : www.edc-goa.com

CIN: U65993GA1975SGC000214
E-mail: loans@edc-goa.com

TERM LOAN APPLICATION FORM

Applicant Name: _____

Correspondence Address: _____

_____ **Pin code:** _____

To,

The Managing Director,
EDC Limited,
EDC House,
Dr. Atmaram Borkar Road
Panaji– Goa 403 001

CERTIFICATE

I/We hereby certify that the particulars given in the attached application form are furnished for the express purpose of securing financial assistance from the EDC Limited and are to the best of my/our knowledge and belief true and correct, and that no material fact has been concealed or withheld.

I/We tender herewith part/full processing fees of ` _____ by cash/cheque/draft No. _____ dated _____ drawn on _____ as required. I hereby confirm that in case of rejection, closure or withdrawal of my/our application or in case I/we do not avail of the loan sanctioned, the processing fee will be forfeited.

Date: _____

Signature _____

Place: _____

Name _____

(Proprietor/Partner/Director/Authorized Signatory)

1. Address:

Regd. Office address	Factory/Unit Address

2. Constitution : Proprietary/Partnership/Company/LLP

3. Product/Line of Activity:

4. Contact Details :

Name		Mobile	
Email			
Website		Office Landline	

5. Loan Applied (figures in `) :

6. Utilities :

a. Power (Connected Load) : HP/KVA

b. Water (Qty. of water required/day) :

Source of water : Bore well/local authority

7. Security offered Towards Loan:

a) Prime Security:

b) Additional Security:

c) Collateral Security:

d) Details of Guarantor(s):

8. Details Of Financial Concessions/Waivers Availed in the past:

9. Cost of Project:*(`in Lakhs)*

Particulars	Existing	Proposed	Total
Land			
Land development			
Building and other civil works			
Machinery – Imported			
Machinery – indigenous			
Electrification & DG Set			
Office Equipment, Furniture			
Dies and Moulds			
Other fixed assets (please specify)			
Preliminary and Pre. Op. expenses			
Contingencies (10% of non firm cost)			
Working Capital Margin			
Total			

(Enclose supporting Documents as per checklist)

10. Means of Finance*(`in Lakh)*

Particulars	Existing	Proposed	Total
Capital –Equity / Preference shares			
Internal Accruals			
Unsecured loans			
a) Interest Free –			
b) Interest bearing			
<i>(indicate sources, rate of interest, repayment period, etc.)</i>			
Term Loan			
Other Sources (specify)			
Total			

11. Projections Of Profitability Estimates

(` in lakh)

		1 st year	2 nd year	3 rd year	4 th year	5 th year	6 th year	7 th year	8 th year
A	Production during the year (Quantity)								
	% utilisation of installed capacity								
B	Sales								
	1 Sales /Income (Net)								
	2 Other Income								
	3 Total Sales								
C	Cost of Production								
	1 Raw Material								
	2 Power and Fuel								
	3 Direct Labour and Wages								
	4 Consumable Stores								
	5 Repairs and maintenance								
	6 Other Manufacturing Expenses								
	7 Depreciation								
	8								
	9								
	Total cost of Production								
D	Cost of Sales								
E	Gross Profit (B-D)								
F	Interest on								
	1 Term Loans								
	2 Working Capital								
	3 Other Loans, if any								
	Total Interest								
G	Selling, General and Administrative Expenses								
H	Profit before Taxation (E-(F+G))								
I	Provision for Tax								
J	Net Profit (H-I)								
K	Depreciation added back								
L	Net Cash Accruals								
M	Repayment obligations								
	1 Towards Term Loan								
	2 Towards other loans, if any								
	Total Repayment								
N	Debt Service Ratio – L/(F+M)								
O	D.S.C.R.								
<p>Note : 1. Kindly enclose assumptions made in working of Profitability Estimates. 2. Kindly enclose calculations relating to Breakeven point, DSCR, etc.</p>									

12. Cash Flow Statement

(` in lakh)

		Construction period	1 st year	2 nd year	3 rd year	4 th year	5 th Year	6 th year	7 th Year	8 th Year
A	Sources of Funds									
1	Cash Accruals (viz. Net profit before Taxation)									
2	Increase in share capital Equity/Preference									
3	Depreciation									
4	Increase in long term borrowings									
5	Increase in bank borrowings									
6	Sales in Fixed assets/Investments									
7	Others (specify)									
8										
9										
10										
	Total Sources (A)									
B	Utilisation of Funds									
1	Preliminary and Pre-Operative Expenses									
2	Increase in Capital Expenditure									
3	Increase in Current Assets									
4	Decrease in long term borrowings									
5	Increase in Investments									
6	Interest									
7	Taxation									
8	Dividend									
9	Other expenses (specify)									
10										
11										
12										
	Total Utilisation(B)									
C	Opening Balance									
D	Net Surplus (A-B)									
E	Closing Balance									

13. Working Capital Estimates

Description	No. Of days	I	II	III
Raw materials				
Work in progress				
Finished Goods				
Debtors				
Sub Total				
Less Creditors				
Sub Total				
Less: Bank Finance				
Add: Working expenses				
Working capital margin				

14. Details of litigations / legal cases related to the: _____
 Borrower/promoters/Guarantors /associate company (if any)

15. Declaration :

I/We certify that all the information furnished by me/us is true; that I/we have no borrowing arrangement except as indicated in the application, for the unit with any bank/Institution; that no legal action has been/is being taken against me/us by bank/Institution/Government agency; that I/We shall furnish all other information that may be required by you in connection with my/our application; that this and any other information available with you pertaining to the borrowing unit, present, and future, may also be exchanged by you with any agency you may deem fit, and that you, your representatives, representatives, of RBI, CIBIL or any other agency as authorized by you, may at any **time** inspect/verify our assets, books of account etc. in our factory and business premises.

I/We further certify that as on date there are no overdues to financial institutions/banks from the undersigned, the other promoters and the company/companies in which I/the other promoters have interest as a promoter/director/partner/proprietor. I/We further certify that there are no statutory overdues pending against me/the company of other companies in which I am/the other promoters are Director/Directors.

SIGNATURE OF AUTHORISED SIGNATORY

Date:

Name:

Place:

Designation:

BIODATA OF THE PROMOTER/PARTNER/DIRECTOR/GUARANTOR

(Please enclose separately the details of all promoters and third party guarantors along with the application)

1. Full Name:
2. Permanent Address:
3. Correspondence Address:
4. Father's/Husband's name:
5. Mother's Full Name:
6. Role in the organization: Promoter/Partner/Key Person/Director/Guarantor
7. Other details:



Marital status :	Married/unmarried	Mobile nos.:	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																				
Gender :	Female/Male / 3 rd gender																						
Date of birth:		E-mail:																					

Proof of Address (Enclose photocopy of at least one)

Aadhaar Card Ration Card Voter ID Card Passport

Religion :

(For statistical purpose)

Category of promoter: SC/ST/BC/OC/Minorities/Others

(For statistical purpose)

8. Academic Qualifications :

9. Work/Business Experience:

Sr. no	Name & Address of The Employer	Designation	Period of Service		Nature of Work
			From	To	

10. Litigations pending against firm (s)/concern/myself:

11. Name/Address along with A/c details of Bankers: (Enclose Separate sheet)

12. Details of Borrowings/Guarantees (if any): (Enclose Separate sheet)

13. Personal Assets & Liabilities:

IMMOVABLE ASSETS: (Land, Building/House/Flat)

(` in lakh)

S. No.	Description of The property with location & address	Full name of The property owner and address	Extent of Share in property	Purchase Value	Market Value
1					
2					
3					
4					
Total Immoveable Assets-(A)					

MOVABLE ASSETS⊗Motor Vehicles/Investments-Shares/Mutual funds/Postal/LIC/FD etc.)

S. No.	Items	Description	Purchase Value	Market Value
1				
2				
3				
4				
Total Movable Assets– (B)				

Total (A) + (B) :

Less: Liabilities :

Net Assets owned as on date :

14. List of other concerns in which I have interest:

(Enclose separate sheet & give all details)

DECLARATION: I declare that all the information furnished by me as above is true and complete. In case any supporting documents are required to be produce data later date, I shall produce the same. I understand that action would be taken against me, if found incorrect.

Date:

Place:

Signature: _____

Promoter/Partner/Director/Guarantor/Key Person



CHECKLIST WHILE SUBMITTING **THE TERM LOAN APPLICATION FORM**

(Tick Mark)

1.	Term Loan Application Form duly filled and signed	<input type="checkbox"/>																																																																																																
2.	<p>Processing fees - 1% of the sanctioned amount subject to maximum of `2.00 lakh (plus GST as applicable). The processing fees to be paid as follows:</p> <ul style="list-style-type: none">• With Loan Application: `10,000.00 (plus GST)	<input type="checkbox"/> <input type="checkbox"/>																																																																																																
3.	Registered Partnership deed with Registration Certificate – For partnership firm Memorandum & Articles of Association - For Companies	<input type="checkbox"/>																																																																																																
4.	Term Loan Applicant & Associate Concerns: Last 3 years Audited Annual Accounts + PAN + ITR (incl. computation).	<input type="checkbox"/>																																																																																																
5.	Ownership documents of Primary, Additional & Collateral Securities (excluding agricultural properties): <ul style="list-style-type: none">• Sale Deed/Lease Deed, Conversion Sanad, Form 1 & XIV, Nil Encumbrance Certificate, Site plan, Survey plan (with dimensions) and other relevant title documents. <i>(In case of leased/sub-leased premises the borrower shall have to furnish a NOC/lease/sub- lease agreement from the lessor for a minimum period of 10 years.</i>	<input type="checkbox"/>																																																																																																
6.	Documents pertaining to Building / Civil works: <ul style="list-style-type: none">• Approved Plan, Construction licence/Occupancy Certificate• Estimates of building and other civil works.	<input type="checkbox"/> <input type="checkbox"/>																																																																																																
7.	Details of machinery proposed to be acquired: Name, description, Supplier’s details, Qty, Cost (Inclusive of all taxes & charges) Quotations of Plant & machinery, Furniture & Fixtures, other misc. assets with competitive quotations (if any)	<input type="checkbox"/>																																																																																																
8.	<p>List of Consents and Approvals (Enclose photocopies):</p> <table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th style="width: 5%;">Sr. No.</th><th style="width: 65%;">Description</th><th style="width: 15%;">Applied</th><th style="width: 15%;">Submitted</th></tr></thead><tbody><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr></tbody></table>	Sr. No.	Description	Applied	Submitted																																																																																													<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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9.	<p>Enclosures as per Bio-data of promoter/partners/directors/shareholders/guarantors</p> <ul style="list-style-type: none">• Pan Card & Aadhar Card• Last three years Income Tax Returns. (incl. computation)• Applicants bank details (Bank name, Branch address, Account Number, Account type).• Net worth certificate listing assets & liabilities with location details issued by Chartered Accountant (for loans above `50.00 Lakh)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>																																																																																																

10.	<p>Project Report should contain the following information:</p> <ul style="list-style-type: none"> • Brief history of unit & promoters. • Details of land, civil works, machinery & other fixed assets. • Assumptions made in the calculation of cost of production & profitability estimate, cash flow statement and working capital estimates • Manufacturing process inclusive of raw materials supply and consumption. • Marketing – demand & supply (units per annum), major competitors, marketing arrangements & export potential (if any). • Implementation schedule • Manpower requirements: Type of staff, Nos., Avg. salary, Annual salary.
<p>Note: a. All photocopies of documents submitted may be self attested. b. Soft copies of submissions made (if available) may be submitted.</p>	

Documents to be submitted post sanction of loan:

A	<p>To create mortgage charge on immovable property:</p> <ul style="list-style-type: none"> • NOC from Goa IDC for land in industrial estates. • Income Tax Clearance under section 281 (1) (ii) of the Income Tax Act, 1961
B	<p>In case of companies:</p> <ul style="list-style-type: none"> • Board Resolution to borrow and appropriate authorization as per the provisions of the Companies Act 1956. • Consent letters from Directors to furnish their Personal Guarantee.
C	<p>Any other documents as stipulated in the Sanction Letter.</p>