

THE STATE AUDIT & ACCOUNTS SERVICES CO-OPERATIVE CREDIT SOCIETY LIMITED
BHARAT SABHA PATH, KOLKATA-700 012

APPLICATION FOR LOAN

To
The Secretary,
The State Audit & Accounts Services
Co-Operative Credit Society Limited,
P-3, Bharat Sabha Path
Kolkata-700 012

Dear Sir,

I beg to apply for a loan of Rs..... (Rupees) Only
subject to the By-laws of the society to be repaid in (.....) equal monthly
instalments with interest @ % per annum. I give below the particulars for the loan.

Purpose of Loan :
Residential Address :
Particular of Designation :
Present Pay :
Counselling Officer :
Outstanding loan as on the date of application :
No. of shares held :
Surplus of income available per month :

I solemnly declare that the particulars given herein above are true and correct.

Yours faithfully

Full Signature of Applicant

Membership No.....

In the event of non-payment of loan, as prayed for above, and granted, I/we jointly and severally agree to stand sureties and liable for (1) its repayment with interest and cost, if any incurred in collection of the same, and (2) its proper utilisation in accordance with the purpose mentioned by the applicant.

Signature of the Surety

Signature of the Surety

Signature of the Surety

Membership No.....

Membership No.....

Membership No.....

OFFICE ORDER

Amount of loan sanctioned Rs..... (Rupees)

to be repaid in monthly installments of Rs..... each.

Amount of loan not sanctioned (State reasons) :

Secretary

Chairman

THE STATE AUDIT & ACCOUNTS SERVICES CO-OPERATIVE CREDIT SOCIETY LIMITED
BHARAT SABHA PATH, KOLKATA-700 012

BOND

I, a member of the abovenamed Society, in acknowledging receipt, subject to the Bye-laws of the society, of a sum of Rs..... (Rupees.....) only being the amount of Short Loan / Term Loan for the purpose of Loan for the purpose of

Sanctioned in my favour do thereby agree and affirm as below :

- (a) The amount of loan as mentioned above shall bear interest @ Percent per annum and the loan shall be repaid in monthly installments @ Rs..... p.m.
- (b) The Installment of loan shall be payable along with interest accrued thereon by the 7th of each month and in case of any default, the due amount of total loan shall become immediately due and payable along with interest at the point of the Society. But if I am granted extension of time for repayment of the defaulted installments/s. I undertake to pay additional interest no the defaulted amount @ percent per annum or at such rate as may be laid down in the Bye-laws of the society for the time being in force on any over due payment from the date of default.
- (c) The dues of the Society will be treated as secured debt and shall have the first charge on my other dues payable by the office to me or to my heir/s, as the case may be subject to the debt, if any, due to the Government of West Bengal/India.
- (d) I shall bear all the costs that may be incurred in remitting to the office of the Society all its dues from me.
- (e) I do hereby authorize the above named society and my drawing and disbursing officer, irrespective of my place of posting to recover the monthly installments together with interest and other dues every month or at a time from my pay, leave salary, subsistence allowance, Gratuity, Group Insurance or any other dues payable by the office to me or to my heir/s, as the case may be, till this loan is repaid in full along with interest accrued thereon.

I execute this Bond after having duly received the sum of Rs..... (Rupees)

Dated, Kolkata, the Signature of the borrowing member

The purpose of the Bond has been explained to who has signed Bond in my presence.

Signature of Member

DECLARATION BY THE SURETERS

I/We do hereby stand sureties for the above-noted loan and make myself/ourselves jointly and severally liable for 1) Its repayment in full along with interest accrued thereon and all costs as may be incurred in collection and remittance of the said loan and 2) its utilise within one month from the date of receipt for the purpose for which it has been sanctioned.

I/We do hereby authorise the above-named society and my/our drawing and disbursing officers irrespective of my/our place of posting up recover from my/our salary the outstanding amount of loan for which I/we have stood sureties.

Dated Signature of the Surety Dated Signature of the Surety Dated Signature of the Surety
Membership No..... Membership No..... Membership No.....

Accepted on behalf of the Society

Secretary

Chairman