

1. What documents need to be submitted for a Commercial Loan?

List of standardized documents prescribed for a commercial loan are as under:

- Common Documents:
 - Duly filled loan application form
 - Proof of Identity: Aadhaar Card / Voter's ID Card / Passport / Driving License / PAN Card / Signature identification from present bankers of proprietor, partner of director (if a company)
 - Proof of residence: Aadhaar Card / Recent telephone bills, electricity bill, property tax receipt /Passport / voter's ID Card of Proprietor, partner of Director (if a company)
 - Proof of business Address
 - Memorandum and Articles of Association of the Company / Partnership Deed of partnership firms, etc.
 - Assets and liabilities statement of promoters and guarantors along with latest income tax returns.
 - Legal Entity Identifier registration.

- Additional documents based on activity undertaken
 - SSI / MSME registration / Udyog AADHAAR Memorandum, if applicable.
 - Projected balance sheets for the next two years in case of working capital limits and for the period of the loan in case of term loan.
 - Last three years audited balance sheets of Firm, Company, etc
 - Copies of lease deeds/ title deeds of all the properties being offered as primary and collateral securities
 - Certificate of incorporation from RoC in case of company (CIN No. and DIN no. of directors)
 - Bank Account details wherever applicable (with details of outstanding in case of existing loans / limits)
 - GSTN No. & GST return, if applicable.

There are certain documents, licensees, etc. which are required based on the nature of the business entity such as manufacturing, trading, export-import, IT, service sector, etc., if needed to justify the purpose of advance.