

Lease Rental Discounting

1. Documents required for all applicants.

When you apply for your lease rental discounting, please make sure you keep the following documents handy:

➤ **Salaried:**

- Duly filled application
- Identity proof : (Pan Card / Passport / Ration card / Voter Id Card)
- Passport size Photographs of all applicants
- Address Proof
- Latest form 16 and last 3 months salary slips
- Last 6 months bank statement of salary account
- Repayment track record , if any
- Copy of property papers
- Copy of lease deed
- Processing fee cheque

➤ **Sole Proprietorship / Partnership / Pvt Ltd Company:**

- Duly filled application
- Identity proof : (Pan Card / Passport / Ration card / Voter Id Card)
- Passport size photographs of all applicants
- Address Proof
- Last 2 years income tax return of directors / partner
- Last 12 months bank statement of main operating account of the firm
- Audited financials
- Certified copies of MOA /AOA / Partnership deed as applicable
- Professional qualification certificate , if applicable
- Repayment track record , if any
- Copy of property papers
- Copy of lease deed
- Processing fee cheque

2. Procedure

- Submission of complete application form with photograph.
- Submission of all required documents as mentioned above.
- Internal verifications.
- Personal interview with a bank official.
- Sanction Letter issued by the bank subject to title clearance and property valuation.
- Title clearance through our panel advocate.
- Valuation of property by our panel valuer and inspection of property by bank official.
- Collection of pre-disbursement documents
- Loan disbursement

3. Eligibility

- Your eligibility depends on the rental income and the property value.