

Telephone No:

1. Residence	<input type="text"/>	<input type="text"/>
2. Office	<input type="text"/>	<input type="text"/>
3. Mobile No:	<input type="text"/>	<input type="text"/>

C. Employment Details (For ones drawing salary)

	Applicants	Joint Applicants
Your Occupation:	<input type="text"/>	<input type="text"/>
Designation held:	<input type="text"/>	<input type="text"/>
Name/Address of the Organization/Company:	<input type="text"/>	<input type="text"/>
No. of years of service:	<input type="text"/>	<input type="text"/>
Name/Address of the previous Organization/company:	<input type="text"/>	<input type="text"/>
Designation held:	<input type="text"/>	<input type="text"/>
No. of years of service:	<input type="text"/>	<input type="text"/>

D. Organization Details (For self-employed)

Name/Address of the Organization/Company/

Firm/Business:

Nature of the business:

Date of registration of the Organization/Company/Firm/Business:

Name of the promoters/ Shareholders:

Name	Stake (in %)
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

E. Details of the Project:

For Construction:

Address/details of the property/
land for the Construction:

Land/Property owner:

Is the title to the property clear: Yes No

Is permission/certificate obtained from Kathmandu Municipality/other authentic organizations: Yes No

State of Construction: To be constructed if under construction, specify the state of construction

Type of Structure: Load Bearing Frame Structure

Details	
1. Area of land	
2. Proposed built-up	Sq. feet
3. No. of storeys	
4. Purchase price of the land	NPR.
5. Estimated cost of construction	NPR.

For Purchase of ready built house/flat/apartment:

Address/details of the property
To be purchased:

Present owner of the
Property

Details	
1. Area of built-up	Sq. feet
2. Area of dwelling	Sq. feet
3. Purchase price of the dwelling	NPR.
4. Estimated cost of the dwelling	NPR.

Self constructed Name of the builder

Type of Structure: Load Bearing Frame Structure

Have all the property taxes being paid up to date? Yes No

For Renovation/Extension/Alteration:Address/details of the property
for renovation/extension/alteration:Present owner of the
PropertyPurpose/particulars of
Renovation/extension/alterations

Details	
1. Area of land	
2. Built-up area for renovation/extension/alteration	Sq. feet
3. Original cost of land	NPR.
4. Cost of extension	NPR.

F. Details of Loan Requirement:

S.N.	Particulars	Amount	S.N.	Particulars	Amount
1	Total construction cost		1	Amount already paid	
2	Drawing/Building approval cost		2	Own funds	
3	Purchase cost of ready built house		3	Loans from other	
4	Purchase cost of Flat/Apartment		4		
5	Valuation, Insurance		5		
6	Contingency cost		6		
7	Others		7		
I	Total Funds required		II	Sources of Funds	
Total Fund required by the applicant (I – II) = NPR.					

G. Financial Details:**Income/Expenditure details**

S.N.	Income (Monthly)	Amount	S.N.	Expenditure (Monthly)	Amount
1	Your salary Income		1	Living Expenses (clothing, Food, medical, entertainment)	
2	Business Income		2	Education/Tuition	
3	Spouse's income		3	Travel/Conveyance	
4	Others family Members income		4	Telephone/Electricity/Gas/Water	
5	Rent		5	Other Loan repayments	
6	Dividends		6	Credit card payment	
7	Interest		7	Insurance Premium	
8	Other incomes		8	Rent	
			9	Taxes	
Total			Total		

I. Guarantor(s) Details (in case guarantor is required)		
Name of an individual providing Undertaking/Guarantee	Approximate Net Worth of the Guarantors	Relationship with the Applicant
1		
2		
3		

Declaration

I/We assure that all the particulars and the information provided in this application form are true, correct and complete which shall form the basis of any loan NDBL may decide to grant me/us. I/We further confirm that I/We have read the brochure and understood the contents. I/We agree that NDBL may take up such references and make such inquiries in respect of this application, as it may deem necessary. I/We undertake to inform NDBL regarding in my occupation/employment. I/We further agree that my loan shall be governed by the rules of NDBL, which may be in force from time to time.

Applicant's Signature

Date: -----

Place: -----

J. Details of Documents required:

S.N.	Applicable for all applicants	For bank's Purpose (Tick if received)
1	Recent photograph of applicant's and joint applicant with signature on the back	
2	Copy of citizenship/passport	
3	Copy of appropriate drawings of proposed construction/purchase	
4	In case the housing project has already commenced, a few photographs of the unit under construction.	
5	Agreement for sale/sale deed/detailed cost estimate from architect/engineer for the property to be purchased/constructed.	
6	Allotment letter of the Kathmandu Municipality/VDC	
7	If an individual is in his present employment/business or profession for less than a year, details of his occupation for previous five years, giving position held, reasons for change to be submitted.	
	Incase of Employed	
8	Latest salary slip/salary certificate showing all deductions	
9	If incase job is transferable, permanent address where correspondence relating to the application can be mailed.	
	Incase of Self-Employed	
10	Balance Sheets and Profit & Loss Accounts of the business/profession along with the copies of Individual Income Tax/Vat Returns for the last three years certified by a Chartered Accountant.	
11	Registration certificate, tax renewal certificate or pan card, Memorandum and Articles of Association (for Pvt./Public Ltd. Company), Partnership deed (for partnership firm).	
12	A note giving information on the nature of business/profession, form of organization, clients, suppliers, etc.	
13	Appropriate Board Resolution (for Pvt./Public Ltd. Company and Institutions)	