



To
 Branch Manager
 Indian Bank
Branch

Sir,

APPLICATION FOR IND COVID EMERGENCY SALARY LOAN (Fresh)

I hereby apply for a COVID EMERGENCY SALARY LOAN for Rs. repayable in Equate Monthly instalments of Rs..... beginning from for the purpose of expenses in view of COVID-19.

Existing Account No. where salary is credited:

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1.	Name of the applicant (in Block Letters)	Mr/Mrs/Ms/Mx.				
2.	Date of Birth	Age				
3.	Residential Address					
	<u>Present</u>			<u>Permanent</u>		
	Mobile No. ☎			Mobile No. ☎		
4.	Marital Status		Married		Unmarried	
5.	Employment Particulars					
6.	Name of Employer	Designation	Date of Joining	Whether confirmed	Due date of Retirement	
7.						
8.	Office Address with Phone No. _____ _____ -					
9.	Salary Particulars (Salary Certificate from the Employer is to be enclosed)					
10.	Gross Salary		Total Deductions		Net Salary	
11.						
12.	If income Tax Assessee, permanent A/c No.:					
13.	Name of Spouse			Is Spouse Employed		No <input type="checkbox"/>
14.	If Yes, details of his/her employment (Enclose Salary Certificate from Employer of Spouse)					
15.						
16.	Any other income & its source					
17.	Details of SB / Current A/c with Branch and in other Banks					
18.	SB / Current / OD	A/c No.	Date of Opening	Whether Salary / Rent / Pension credited to this account		
19.						
20.	Check-off facility available? (deduction by the employer directly from the salary and remit to Bank)			Yes <input type="checkbox"/>	No <input type="checkbox"/>	
21.	I agree to abide by the Rules of the Bank. I affirm that each of the statement / particular given by me in this application is true and correct.					
Date:			Signature of Applicant			

IND COVID EMERGENCY SALARY LOAN

Check List for Processing:

1. Application duly signed along with Guarantor's form.
2. KYC Documents (like Passport, Aadhar Card, Ration Card, Election ID, Driving License etc)
3. PAN Card (mandatory)
4. Proof of employment (copy of employment order, Photo ID issued by employer, employee number etc)
5. Latest six months' Salary Slips / Certificates - showing all deductions or latest Form 16 (duly attested by the employer)
6. Income Tax Return Copy (latest) – wherever available
7. Check-off facility – undertaking letter from employer
8. A & L Statement of Borrower & Guarantor (if any)
9. Authorisation to debit SB Account / ECS / NACH Mandate
10. No-objection Certificate, if employed in any other PSB/Pvt. Sector Bank/FIs