

Partnership Firm

1. ITR with Balance Sheet and P & L A/c and audit report for Last 3 year
2. All ongoing loans sanction letter/repayment schedule
3. All operative bank a/c (CC/OD, CA) statements for last 12 Months
4. PAN Card, Aadhaar Card, Shop Act Lic., GST Certificate
5. UDYAM Reg. Certificate, UDYOG Aadhaar Reg.
6. GST Returns for last 12 months
7. Office Address proof- Latest Electricity Bill/ Telephone bill/ Rent Agreement
8. Partnership deed with Registration certificate if applicable

All partners (individual) :-

1. ITR and computation for last 3 year
2. PAN Card, Aadhaar Card,
3. Residential Address proof- Telephone Bill /Light bill /Passport /Aadhaar Card /Driving Lic.
4. Bank statement for last 12 Months
5. Loan statement with sanction letter if any

Property for Mortgage

Agreement/ Sale deed, latest 7/12 or CTS, Approved plan, Construction permission Completion certificate, Municipal tax Rect., Old search report if any available, Old Chain documents, 6D (PHERFAR) ETC.

Note: if property is mortgaged with bank then list of documents held with bank & foreclosure letter