

**Application for Loan/Lease (Form-1)**  
(Please enclose separate sheets where necessary)

1. Proposed Project:

- i) Name & address of the applicant :  
(With telephone number)
- ii) Location of the Project :  
(Please mention the exact location of  
the project stating plot no. , area etc.  
and whether the land is free from encumbrance)
- iii) Line(s) of production :

<b>Products</b>	<b>Quantity</b>	<b>Rated Capacity</b>	<b>Sales Value (Tk. '000')</b>

- iv) Number of persons to be employed :  
(regular & casual)

- v) Availability of the following at the project site (tick only):

<b>Power</b>	
<b>Yes</b>	<b>No</b>

<b>Gas</b>	
<b>Yes</b>	<b>No</b>

<b>Communication facility</b>	
<b>Yes</b>	<b>No</b>

<b>Water</b>	
<b>Yes</b>	<b>No</b>

vi) Please indicate the annul requirement of major raw materials at 100% capacity and its sources of supply :

<b>Items</b>	<b>Annul Requirement Quantity (KG)</b>	<b>Potential Source</b>	<b>Cost (Tk. '000')</b>

vii) Total cost of the project (Tk. '000') :  
(Details in IIDFC: Form-1(3))

viii) Amount of financing required (Tk. '000') :

ix) Proposed repayment period :

x) Security offered :

2. Promoter(s) / Applicant(s) :

<b>Name(s) and Father's Name</b>	<b>Age / Year</b>	<b>Address</b>	<b>Professional Qualification</b>

3. Educational, technical and professional qualifications of the promoter(s) / directors:

Name of the sponsor(s)	Educational Qualification	Technical Qualification	Professional Qualification

4. Net worth of the promoter(s) / Director(s) (Details in IIDFC: Form-1(1)):

Name(s)	Assets		Liability	Net Worth
	Movable	Immovable		

5. Management :

Please mention the following particulars of the promoter(s) who will manage the affairs and operations of the projects:

Name(s)	Position to be held in the Company

6. Legal status of the Company (tick only) :

- Proprietorship     Partnership     Private Ltd. Co.     Public Ltd. Co.  
 Multinational     Wage Earners     EPZ     Joint Ventures

Date of Establishment :

Authorized Capital :

Paid-up Capital :

7. Name and address of the bank where the sponsors would like to take working capital loan for the project (A bank certificate regarding solvency of the sponsors is to be attached).

8. Sponsor's TIN (Taxation Identification Number) and amount of Income Taxes paid in the recent past.

Names	TIN no.	Amount Paid	Year

9. Company TIN:

10. Marketing and selling arrangement:

(i) Please indicate as to who are the **MAJOR PRODUCTS** and **CONSUMERS** of the proposed product(s) and the proposed selling arrangements (through agents, whole sellers or retailers) of your product(s).

(ii) Please specify the proposed selling price of the proposed product(s) and state the prevailing price(s) of similar local product(s) in the market and mention the C&F and the landed cost of similar imported products, if any.

(iii) If the product(s) (part or all) is / are proposed to be exported, please indicate the quantity and countries to which the product(s) will be exported, and state the FOB price of each of the product(s).

11. If the project presents particular aspects, which are not covered by this questionnaire or are covered inadequately, such aspects, which have a material bearing on the feasibility of the project may please be indicated.

12. I/we hereby certify the correctness of the figures/data/information and documents furnished herein/herewith. I/we also undertake to furnish further particulars as may be required by IIDFC.

13. Remarks: (Please indicate the strong points favoring the proposed projects).

Date.....

(Signature of the applicant)

Name :

Chairman/Managing Director

**COST OF THE PROJECT AND MEANS OF FINANCE**

A. COST OF THE PROJECT:

<b>Particulars</b>	<b>Local Currency</b>	<b>Foreign Currency</b>	<b>Total</b>
Land			
Land Development			
Building			
Other Civil Works			
Imported Machinery and Equipment			
Local Machinery and Equipment			
Customs Duty, clearing, insurance etc.			
Internal Freight			
Erection and Installation			
Furniture and Fixture			
Vehicles			
Preliminary and start-up expenses (such as legal, commission, consultant etc.)			
Contingencies, if any			
Interest During Construction Period			
<b>TOTAL FIXED COST</b>			
Net Working Capital			
<b>TOTAL COST OF THE PROJECT</b>			

B. MEANS OF FINANCE :

<b>Particulars</b>	<b>Local currency</b>	<b>Foreign currency</b>	<b>Total</b>	<b>Percentage</b>	
				<b>Total</b>	<b>Equity</b>
<u>Equity</u>					
Sponsors					
Others (specify)					
Total Equity					
<u>Debt</u>					
IIDFC					
Others (specify)					
Total Debt					
Total Financing					



**UNDERTAKING**

To  
The Managing Director  
Industrial & Infrastructure Development Finance Company Ltd. (IIDFC)  
Chamber Building (6<sup>th</sup> Floor), 122-124, Motijheel C/A,  
Dhaka-1000

Subject: Ownership Information of the Borrower.

Dear Sir,

I, .....  
Father's Name : .....  
Mother's Name : .....  
Husband : .....  
(Incase of married woman)  
Director of : .....  
Permanent Address : .....  
Business Address : .....

I am hereby applying for Loan/Lease sanctioning/renewal/rescheduling on my name/my business.

I have no other business in my name/ under my ownership/ under my directorship except the mentioned concerns and hereby I have enclosed a list of my business on which I have claim. If any business (es) is/are found in my name/ under my ownership/ under my directorship except the business (es) mentioned in the following list, the concerned authority can take any legal action against me for concealing the facts.

No.	Name of the Business	Permanent Address	Business Address	Is the company enjoying any Loan/Lease Facility?		
				YES		NO
				Bank/ Financial Institution	Branch Name	

If there is any subsequent change in the above information, I will be legally bound to update within 02 (two) weeks, Else, concerned authorities can take any action against me within law.

Signature: \_\_\_\_\_

Name:.....

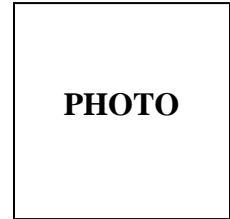
Name of the Borrowing Company:.....

If required please attach additional sheet for related organization

**BIO-DATA OF PROMOTERS / DIRECTORS**

(For each person, a separate sheet is to be filled in and signed  
Please enclose separate sheets where necessary)

1. Name: \_\_\_\_\_
2. Father's / Husband Name: \_\_\_\_\_
3. Mother's Name: \_\_\_\_\_
4. Address:
  - a) Present: \_\_\_\_\_
  - b) Permanent: \_\_\_\_\_



5. Nationality: \_\_\_\_\_ Place of Birth: \_\_\_\_\_
6. Passport no: \_\_\_\_\_ TIN no: \_\_\_\_\_
7. Home District: \_\_\_\_\_
8. Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ years, as on \_\_\_\_\_
9. Educational Qualifications: \_\_\_\_\_
10. Technical or any other qualifications: \_\_\_\_\_
11. Professional qualification(s), if any: \_\_\_\_\_
12. Traveled abroad (if any, with purpose, names of countries and duration of stay in each country with dates): \_\_\_\_\_
13. Past business and industrial experience:
  - a) Please state the nature of business managed indicating the total amount of capital employed in the business, average annual turnover and the number of various categories of personnel employed.
  
  - b) If any industrial undertaking has been managed, please give the details of the organizational structure of the unit indicating your responsibilities.
  
  - c) Any other relevant information.

## DECLARATION

I do hereby declare that:

- i) I am a bonafide national of Bangladeshi;
- ii) I am not a minor;
- iii) Neither myself nor my spouse is serving with any Government / Semi-Government / Autonomous body;
- iv) I am not associated with any projects financed by or under appraisal / implementation either with IIDFC or any other nationalized or non Government commercial banks other than those declared in Annexure-I.
- v) That the particulars furnished above are true to the best of my knowledge.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of  
Promoter / Director

**DECLARATION OF ASSETS AND LIABILITIES OF  
PROMOTERS / DIRECTORS**

(For each person, a separate sheet is to be filled in and signed  
Please enclose separate sheets where necessary)

Name: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Husband's Name: \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Address: \_\_\_\_\_

**PROPERTIES & ASSETS:**

**1) Immovable properties (Urban properties only)**

a) Land (other than factory):

Particulars (plot no, khotian no, mouza no, covered area etc.)	Present market value (Tk. '000')	Encumbrances: Mortgage, hypothecation, lien etc., if any

b) Building (other than factory):

Particulars (plot no, khotian no, mouza no, covered area etc.)	Type & year of construction	Present market value (Tk. '000')	Encumbrances, if any

b) Factory, if any:

Particulars (plot no, khotian no, mouza no, covered area etc.)	Location	Present market value (Tk. '000')	Encumbrances, if any

**2) Investment:**

(i) Within the country:

(a) Share participation in the following business / industrial concerns:

Name(s) address Of firm / concern(s)	Nature of Business	Associated with the firm/ Concern(s) as Owner/ Director Shareholder	Value (Tk. '000')	Encumbrances, if any

(b) National saving certificate and other securities held for Tk. \_\_\_\_\_ (at purchase price).

(ii) Outside the country:

(a) Share participation in the following business / industrial concerns:

Name(s) address Of firm / concern(s)	Nature of Business	Associated with the firm/ Concern(s) as Owner/ Director Shareholder	Value (Tk. '000')	Encumbrances, if any

(b) Security held for equivalent Tk. \_\_\_\_\_ (at purchase price).

**3) Cash & bank balances (Tk. '000')**

(a) Inside the country : \_\_\_\_\_

(b) Outside the country : \_\_\_\_\_

**4) Other Assets (please specify) : (Tk. '000')** \_\_\_\_\_

**TOTAL ASSETS (1+2+3+4) : (Tk. '000')** \_\_\_\_\_

## **LIABILITIES**

### **1) Borrowing:**

#### **a) From local agencies / institutions:**

Name of the loan-giving agencies	Amount of loan sanctioned with date (Tk. '000')	Repayment (Tk. '000')		Total liability (Tk. '000')		Loan outstanding (Tk. '000')
		Principal	Interest	Principal	Interest	

Nature of security given:

#### **b) From agencies / institutions outside the country:**

Name of the loan-giving agencies	Amount of loan sanctioned with date (Tk. '000')	Repayment (Tk. '000')		Total liability (Tk. '000')		Loan outstanding (Tk. '000')
		Principal	Interest	Principal	Interest	

Nature of security given:

**2) Other liability (please specify):** (Tk. '000') \_\_\_\_\_

**TOTAL LIABILITY (1+2) :** (Tk. '000') \_\_\_\_\_

**GUARANTEES ISSUED, IF ANY, IN INDIVIDUAL CAPACITY:**

Certified that the above-mentioned particulars are true to the best of my knowledge.

To be signed by the Director / Promoter

Place: \_\_\_\_\_

Dated: \_\_\_\_\_