



IIDFC

Industrial and Infrastructure Development Finance Company Limited

Financial Solutions Under one Umbrella

Papers required for processing of home loan proposal (For the service holder):

1. Application for loan signed by the applicant
2. Under taken from the organization stated that the applicant does not avail any home loan from his organization
3. Salary certificate
4. Pay slip
5. Photo copy of National ID/passport/driving license of both the applicant and the guarantor
6. Photocopy of bank statement of all accounts in the name of the business and the applicant
7. Photocopy of TIN certificate in the name of the applicant
8. Copy of latest IT-10B of the applicant
9. Two copies of passport size photograph of the applicant and the guarantor
10. Full bio-data of the guarantor
11. Birth certificate of the applicant
12. Photocopy of sanction letter of the loan availed by the applicant
13. Photocopy of documents (must be up-to-date where necessary) related to the land to be mortgaged, if applicable:
 - a. Photocopy of Original Deed/certified true copy, in case of leasehold property photocopy of Allotment Letter and Allotment Deed is required
 - b. Photocopies of all Bia Deed covering at least 30 years period
 - c. Photocopies of all parchas i.e. C.S, S.A, R.S, Mahanagar Jarip, Mutation, Khatian etc. in certified form
 - d. Photocopies of DCR, Land Rent Receipt and Municipality Tax Receipt etc.- up-to-date
 - e. Photocopy of Non Encumbrance Certificate-up-to-date
 - f. In case of Leasehold land permission for mutation, sale, mortgaged etc. is required
 - g. Photocopy of Rajuk approved Plan
14. Any other relevant documents not mentioned above



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Papers required for processing of home loan proposal (For the businessman):

1. Application for loan signed by the applicant
2. Photo copy of National ID/passport/driving license of both the applicant and the guarantor
3. Photocopy of bank statement of all accounts in the name of the business and the applicant
4. Photocopy of TIN certificate in the name of the applicant
5. Copy of latest IT-10B of the applicant
6. Photocopy of up to date trade license
7. Two copies of passport size photograph of the applicant and the guarantor
8. Full bio-data of the guarantor
9. Birth certificate of the applicant
10. Photocopy of sanction letter of the loan availed by the applicant
11. Photocopy of documents (must be up-to-date where necessary) related to the land to be mortgaged, if applicable:
 - a. Photocopy of Original Deed/certified true copy, in case of leasehold property photocopy of Allotment Letter and Allotment Deed is required
 - b. Photocopies of all Bia Deed covering at least 30 years period
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 - d. Photocopies of DCR, Land Rent Receipt and Municipality Tax Receipt etc. - up-to-date
 - e. Photocopy of Non Encumbrance Certificate-up-to-date
 - f. In case of Leasehold land permission for mutation, sale, mortgaged etc. is required
 - g. Photocopy of Rajuk approved Plan
12. Any other relevant documents not mentioned above