



# Delhi Co-operative Housing Finance Corporation Ltd.

3/6, Siri Fort Institutional Area, August Kranti Marg, New Delhi -110049

Ph: 42707712-19 (8 lines)

Email [support@dchfcdelhi.nic.in](mailto:support@dchfcdelhi.nic.in) website [www.dchfcdelhi.nic.in](http://www.dchfcdelhi.nic.in)

## LOAN APPLICATION FOR PURCHASE OF FREEHOLDPROPERTY

AFFIX RECENT  
PHOTOGRAPH  
OF  
BORROWER  
WITH  
SIGNATURE

AFFIX RECENT  
PHOTOGRAPH OF  
CO- BORROWER  
WITH  
SIGNATURE

AFFIX RECENT  
PHOTOGRAPH  
OF SURETY-I  
WITH  
SIGNATURE

AFFIX RECENT  
PHOTOGRAPH OF  
SURETY-II WITH  
SIGNATURE

### 1. **PERSONAL INFORMATION OF THE SELLER**

#### (I) **Name of the Seller**

- (a) Name of the Original Allottee :  
(b) Name of the subsequent transferees  
(in chronological order)

#### (II) **Details of Property to be Purchased :**

#### (III) **Documentary evidence showing that property belongs to Seller :**

#### (IV) **Agreement of sell/purchase entered by the Borrower(s) with Seller :**

- a) Date of Agreement to Sell :  
b) Consideration amount : (Rs.)  
c) Earnest money paid to the Seller : (Rs.)  
d) Balance amount payable (b-c) : (Rs.)

Signature

Borrower

\*Co-borrower

\* Wherever applicable

**2. PERSONAL INFORMATION OF THE PURCHASER (BORROWER)**

	Borrower	Co-Borrower	Surety – I	Surety-II
Name				
Father's / Husband's Name				
Date of Birth				
Address				
Pin Code				
Monthly Income in (Rs.)				
Name and Address of Employer / Business PIN				
Phone (O) (R) (M)				
Email ID				

**NOMINEE**

During Loan

: DELHI CO-OPERATIVE HOUSING FINANCE CORPORATION LTD.

On repayment of loan

Name	Relationship	Age
Address		
PIN		

Relationship of Co-borrower \* With Borrower

:

Relationship of Borrower/ Co-borrower \* With Surety

:

3. **LOAN REQUIRED** Rs... .. (Rupees .....

**4. BANK AND PAN DETAILS**

Borrower	Name of the Bank/Branch	Saving Bank Account No.	Permanent A/c. No. (PAN)
* Co-borrower			
Seller			

\*Wherever applicable Signature Borrower \* Co-borrower

**5. DECLARATION**

I/ We declare that all the particulars and information given in the application form are true and complete and that they shall form the basis of a ny loan DCHFC may decide to grant me / us. I / We confirm that I / We had no insolvency proceedings against me / us nor have ever been adjudicated insolvent and further confirm that I / We have read the terms and conditions of loan and understood the conte nts of loan agreement. I / We am / are aware that the monthly installment would be made on the monthly reducing balance basis. I / We agree that the DCHFC may take up such references and make such inquiries in respect of this application, as it may deem ne cessary. I / We undertake to inform DCHFC regarding change in my / our occupation / employment or residential address and to provide any further information that DCHFC may require. I / We also undertake to authorize my / our employer(s) to deduct equated monthly installments from my / our salary if required and remit the same to the DCHFC directly every month. I / We further agree that my / our loan shall be governed by rules of the DCHFC which may be in force from time to time. I / We declare and undertake to give surety of equal status to secure the loan and undertake to invest 0.25% of the loan amount as a deposit with the DCHFC. I / We declare that mortgaged property shall be duly insured, and for this purpose I

/ We authorize the DCHFC to insure it f or relevant risks and renew the policy from time to time for which the insurance premium would be paid by me / us. I promise to pay fee and out of pocket expenses of DCHFC's advocate for processing the case and attestation / registration of documents. All representation made by me / us to DCHFC are correct and nothing material has been concealed. If it is found out at any stage that I / We have obtained the loan from DCHFC by making any misstatement, misrepresentation or fra ud then notwithstanding anything contained in the loan agreement, mortgage deed, rules or, other conditions of loan, the DCHFC shall have the power to cancel the sanction and / or recall the loan and recover all the cost and damages sustained / incurred by the DCHFC and I/ We shall be liable for the same

Delhi  
Date

Borrower's Signature

\* Co-borrower's Signature

**6. ENROLMENT AS A NOMINAL MEMBER**

We hereby apply for admission as Nominal Members of the Delhi Co -operative Housing Finance Corporation Ltd. and we have read and understood the provisions of the Delhi Co -operative Societies Act, 2003, and rules framed thereunder, the bye -laws of the DCHFC and its terms and conditions for grant of loan. We hereby agree to abide by them and amendments made therein from time to time.

Delhi  
Date

Signature of

Borrower

C o-borrower

Surety I

Surety II\*

\*wherever applicable

## 7. SURETY FOR LOAN

I agree to be surety for a loan of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ ) Jointly and severally  
being raised by Shri/ Smt. / Ms. \_\_\_\_\_ S/o / W/o / D/o Shri  
Resident of \_\_\_\_\_ PIN \_\_\_\_\_ from DCHFC for purchase of property no. \_\_\_\_\_  
PIN \_\_\_\_\_  
and undertake to repay the loan of Rs. \_\_\_\_\_ with interest and other dues in case of  
default in payment of loan installment by him / her / them as borrower / co-borrower. My surety  
for this loan will continue till the entire principal amount with interest and other dues are paid  
back by the borrower(s) to the Delhi Co-operative Housing Finance Corporation Ltd.

Delhi  
Date \_\_\_\_\_ Signature \_\_\_\_\_ Surety -I \_\_\_\_\_ Surety II\* \_\_\_\_\_

## 8. CHECK LIST FOR PURCHASE OF FREEHOLD PROPERTY

The applicant shall have to take necessary steps for procuring, furnishing/providing the Delhi Co-operative Housing Finance Corporation Ltd. the following documents and information.

1. Nominal Membership fees to be paid @ 236/- for each borrower and sureties – One consolidate cheque.
2. Income proof of Borrower, Co-borrower, Sureties along with self attested photographs & documents  
~~✓~~ ~~✓~~ Salaried Person – 3Month Original Salary Slip attested by Employer/ Salary Certificate and Latest Form 16  
~~✓~~ ~~✓~~ Self Employed – 3Years Income Tax Returns with a Certificate of Chartered Accountant with copy of Accounts.
3. Electrol card, Passport, Driving Licence etc. of Borrower, Co -Borrower, Surety-I & Surety-II.
4. Cheque for Rs.6500/- for Delhi property & Rs.8,000/- for NCR property in favour of DCHFC Ltd towards advocate fees.
5. Cheque for General Insurance coverage premium of property is to be given before release of loan.
6. Copies of Permanent Account Number (PAN) of Income Tax of Purchaser , Seller and Surety.
7. (a) Agreement to Sell (on Non Judicial Stamp Paper of Rs. 50/-).  
(b) Receipt of Earnest Money/Advance Payment/Part Payment.
8. (a) House Tax receipts.  
(b) Electricity connection receipts.  
(c ) Water connection receipts.
9. Photocopy of title of documents in respect of property against which the loan is proposed to be raised.
10. Valuation report of the property from the approved valuer.
11. Copy of Ration Card of Seller/ ID Proof.
12. Seller's Saving Bank Account number and name of the Bank and Branch.
13. Declaration from Seller to the effect that no loans of any description have been taken against the property from any financial institution & No Housetax/any other tax due pending on the subject property (on a Non-Judicial stamp paper of Rs. 10/- duly notarized with a stamp of Rs.5/-).
14. Age proof and Bank statement Borrower and Co-Borrower.
15. Submit E-mandate form duly filled in.
16. Click here to download details of any other loan taken by borrower or co-borrower
17. CIBIL Scorecard of Borrower & Coborrower

Date \_\_\_\_\_ Signature \_\_\_\_\_ Borrower \_\_\_\_\_ \*Co-Borrower \_\_\_\_\_

\*wherever applicable

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## **SALIENT FEATURES**

### **1. RATE OF INTEREST (ON MONTHLY REDUCING BALANCE)**

**W.E.F : 01.03.2023**

#### **A. FLOATING RATE**

DCHFC may in its sole discretion increase or decrease rate of interest suitable and prospectively if unforeseen or exceptional or extraordinary changes in the money market conditions take place during the period of agreement and thenceforth the rate of interest increased or decreased, as the case may be, will be applicable to the said loan.

**Present floating rate of interest on monthly reducing balance:**

<b>Loan Amount (Rs.) (upto)</b>	<b>Tenure Of Loan (Years)</b>	<b>ROI (%p.a.)</b>	<b>E.M.I. (per lac) (Rs.)</b>
Rs.5,00,00,000/-	1 - 20	<b>8.80%</b>	<b>2066</b> for 5 years <b>1256</b> for 10 years <b>1002</b> for 15 years <b>887</b> for 20 years

#### **B. FIXED RATE**

Fixed rate will be subject to 'force majeure' clause and interest reset at the end of every three years on the basis of fixed interest rate prevailing then.

**Present fixed rate of interest on monthly reducing balance:**

<b>Loan Amount Upto (Rs.)</b>	<b>Tenure Of Loan (Years)</b>	<b>ROI (%p.a.)</b>	<b>E.M.I. (per lac) (Rs.)</b>
Rs.5,00,00,000/-	1 - 20	<b>10.30%</b>	<b>2140</b> for 5 years <b>1338</b> for 10 years <b>1093</b> for 15 years <b>985</b> for 20 years

- **SPECIAL OFFER**  
**Loan to Central Government Employees/Delhi Govt. Employees from Govt. Undertaking at the rate of 0.30% less than the prevailing rate of interest.**

2. Life Group Insurance coverage is available (Optional)
3. Property Insurance is mandatory
4. 0.25% of loan amount will be kept as loan linked deposit.

#### **5. LOAN ELIGIBILITY**

- 65 months Gross Income ; or
- Loan upto 90% of the total cost of the property ; or
- **Margin Money**

<u>Cost of Property</u>	<u>Margin Money(Borrower's Share)</u>
Upto Rs.50 Lakhs	10 %
Rs.50 Lakh and above	20 %

whichever is less. \*\*

**For the purpose of raising loans income of co-applicant will be taken into account.**

\*\* Conditions apply

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In view of the above, you may kindly exercise your option regarding rate of interest, that is to say, whether you wish to be charged 'floating rate of interest' or 'fixed rate of interest.'. You may kindly convey your option.

## **ACCEPTANCE**

I/we hereby accept the above terms and conditions .

### **1. RATE OF INTEREST**

	<b>Fixed</b>	<b>Floating</b>
Applicable Rate of interest _____	<input type="checkbox"/>	<input type="checkbox"/>
Loan is applied for _____ Years		

### **2. CONSENT FOR GROUP LIFE INSURANCE COVERAGE IS FOR LOAN OUTSTANDING AMOUNT TO THE EXTENT OF RS.6.00 LAKHS UNDER MASTER GROUP INSURANCE POLICY UPTO THE AGE OF 65 YEARS [SUBJECT TO THE TERMS & CONDITIONS AS PER THE MASTER POLICY NO. GI(HBA) 303891 OF LIC OF INDIA]**

	<b>YES</b>	<b>NO</b>
If <b>YES</b> , I hereby undertake to pay premium @0.5% on the outstanding loan amount or on Rs. 6 lacs annually.	<input type="checkbox"/>	<input type="checkbox"/>

Signature	_____	_____
	Borrower	Co-Borrower

Name (in capital letters)	_____	_____
	Borrower	Co-Borrower

Address	_____
	_____
	_____

Place : New Delhi.

Date :

