



# 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 HOME IMPROVEMENT PLAN

AFFIX RECENT  
PHOTOGRAPH  
OF BORROWER  
WITH  
SIGNATURE

AFFIX RECENT  
PHOTOGRAPH  
OF  
CO-BORROWER  
WITH  
SIGNATURE

AFFIX RECENT  
PHOTOGRAPH  
OF SURETY  
WITH  
SIGNATURE

### A) PERSONAL INFORMATION

	Name (in capital letters)	Complete address With PIN code	Date of Birth
Borrower			
Co-Borrower			
Surety			

Relationship of Co-borrower with Borrower

Relationship of Borrower /Co-borrower with Surety

**Nominee** Delhi Co-operative Housing Finance Corporation Ltd.

On repayment of Loan

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Age \_\_\_\_\_

Address \_\_\_\_\_

Pin

### B) EMPLOYMENT DETAILS

		Borrower	Co-borrower	Surety
Monthly Income (Rs.)				
Name & Address of Employer / Business				
Telephone No.	Office			
	Residence			
	Mobile			
	EmailID			

\* Wherever applicable

**C) LOAN DETAILS**

Address of the property for which loan is required (IN CAPITAL LETTERS)			
Estimated cost for improvement (Detailed Statement duly certified by the Contractor / Engineer is attached).	Rs.		
Loan amount required	Rs.		
Details of other loan, if any, taken from Employer / Financial Institution	Name(**)	Amount (Rs.)	Instalment per Month (Rs.)
	TENURE	YRS.	FIX / FLT.
(**) if another loan availed from the DCHFC, indicate Loan Code No. allotted by the DCHFC	LOAN CODE NO	Amount of Loan Rs.	Instalment Amount (Rs.)

**D) BANK DETAILS**

Name of the Bank / Branch	Savings Account No.

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 any 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 contents of the loan agreement. I/We am/are aware of that the monthly instalment would be made on the monthly reducing basis. I/We agree that the DCHFC may take up such references and make such enquires in respect of this application, as it may deem necessary. 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 authorise my/our employer(s) to deduct equated monthly instalments 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 one 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, authorize the DCHFC to insure it for relevant risks and renew the policy from time to time for which the insurance premium would be paid by me/us.

Delhi

Date

Borrower's Signature

\*Co-borrower's Signature

**(E) ENROLMENT AS NOMINAL MEMBER**

We hereby apply for admission as Nominal members of 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.

Date                                  Signature of                          Borrower                                  \*Co-borrower                                  Surety

**(F) SURETY FOR LOAN**

I \_\_\_\_\_ S/o,W/o,D/o Shri \_\_\_\_\_

Resident of \_\_\_\_\_ PIN \_\_\_\_\_

agree to be surety for a loan of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_

\_\_\_\_\_ being raised by Shri / Smt. / Ms. \_\_\_\_\_

S/o,W/o,D/o Shri \_\_\_\_\_

\_\_\_\_\_ resident of \_\_\_\_\_ PIN \_\_\_\_\_

for improvement of property situated at \_\_\_\_\_ and undertake to repay the entire loan with interest etc. in case of default in payment of \_\_\_\_\_ loan instalment by him/her as borrower/co-borrower. My surety for this loan will continue till the entire principal amount with interest, etc, is paid back by the borrower(s) to the Delhi Co -operative Housing Finance Corporation Limited.

Delhi	Signature						
Date	Name of Surety (In Capital Letters)						
	Address						
	PIN						
	<table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table>						

**(G) Documents to be submitted with application**

1. Income proof of Borrower/ Co -borrower / Surety
  - For Salaried Person-3 Months Original Salary Slip duly attested by Employer/Salary Certificate & Form 16
  - For Self-employed -ITRs for last 2 yrs (Certified by Chartered Accountant)
  - Balance Sheet and P&L Account for 2 yrs.
2. Bank Statement for last 6 months -Barr & Co barr .
3. Photo I D, Age proof, Residence Proof, Pan Card -Barr, Co borrh, Surety
4. Detailed Estimate duly certified by an Architect/Engineer/Approved Contractor/Designer
5. Original Title Documents  
FOR NEW IOANEE
6. A/c Payee Chq.of Rs472/-or 708/-in favour of DCHFC LTD
7. Valuation Report from Govt. Approved Valuers
8. Cheque for Rs.3,000/- in favour of DCHFC Ltd. towards advocate fee (in case of freehold property)
9. Affidavit
10. NOC & NO Dues from the society / DDA Draw of lots, list
11. Submit E-mandate form duly filled in.
12. CIBIL Scorecard of borrower & co borrower

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## **SALIENT FEATURES**

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

**W.E.F : 01.01.2024**

#### **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.15,00,000/-	1 - 20	8.25%	2040 for 5 years 1227 for 10 years 970 for 15 years 852 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.15,00,000/-	1 - 20	10.30%	2140 for 5 years 1338 for 10 years 1093 for 15 years 985 for 20 years

- **SPECIAL OFFER**  
**Loan to Central Government Employees/Delhi Govt. Employees from Govt. Undertaking at the rate of 0.25% in Floating and 0.30% in Fixed, 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

	Fixed	Floating
Applicable Rate of interest _____		
Loan is applied for _____ Years		

Signature	_____	_____
	Borrower	Co-Borrower

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

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Place : New Delhi.

Date :