

## Annexure 4: Application Form for Appraisal of Staff Welfare Loan

Date of Application: \_\_\_\_\_

PERSONAL DETAILS (to be filled by applicant);	
1. Applicant Name:	
2. CID No:	
3. Date of Birth:	
4. Designation:	
5. Date of Joining Service:	
6. Date of Retirement:	
7. Current Monthly Salary:	
8. Mobile No.	
9. Gender:	<input type="checkbox"/> Male <input type="checkbox"/> Female
10. Marital status:	<input type="checkbox"/> Married <input type="checkbox"/> Unmarried <i>Details of the Spouse</i> Name: CID No:
11. Account No and Bank Name:	
12. Residential Address:	
13. Permanent Address:	House No: ..... Thram No:..... Village: ..... Geog: ..... Dungkhag: ..... Dzongkhag: .....

14. Details of Loan	
a. Loan Amount:	Nu..... (in words) ..... ..... only)
b. Repayment Period:	Months..... Total amount including principal and interest .....

I declare that the information provided is true, correct, and up to date in all respect and in the event of default on my part, if loan is still unpaid, I will be fully liable to be dealt with the bylaw and the law of the Kingdom of Bhutan.

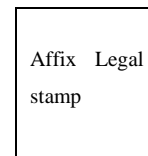
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*Application Form for Appraisal Staff Welfare Loan (Continued.....)*

**The details of Guarantor (same office with minimum of one year of active service)**

a. Name:			
b. CID No.			
c. Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female		
d. Designation:		Date of joining service:	
e. Nature of service:	<input type="checkbox"/> Regular <input type="checkbox"/> Contact		
f. Contact Details:	Phone number: ..... Email address (if available) .....		
g. Residential Address:	Location: ..... .....		
h. Permanent Address:	House No: ..... Thram No: ..... Village: ..... Geog: ..... Dungkhag: ..... Dzongkhag: .....		

I hereby as the guarantor confirm that the above information given in the application form is true, correct and complete and up to date in all respects. Further, I undertake to repay the amount of loan outstanding along with interest in the event of non-recovery of loan from borrower, Mr./ Mrs./ Miss ..... who is known to me.



(Signature of Guarantor)

Date: .....  
 Place: .....

**Recommendation of head and Staff welfare members**

We hereby confirm that herein mention particulars of Mr. /Mrs. /Miss, ..... (Applicant) and Mr./ Mrs. /Miss. .... (Guarantor) under this loan application are verified and correct for availing loan.

**Reasons for Approval/ Rejection the Scheme Loan.** .....

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 .....

Treasure

Member Secretary

CHAIRPERSON