

Voucher No. _____

Membership No. _____

Date _____ 199

National Insurance Employees' Co-operative Credit & Banking Society Limited

DEBIT _____ **SHORT TERM LOAN TO MEMBERS** _____ **A/C.**

To

Treasurer,

Please pay to Sri _____

the sum of Rupees _____

being the Short Term Loan granted to him to be repaid in _____ monthly instalments

as per his application dated _____

Rs. _____

SMP-1000-2/98

Authorised

Secretary

Received Payment

(*Signature in full*)

SHORT TERM LOAN APPLICATION OF LOAN

No.....

Date.....201.....

The Committee of Management,

National Insurance Employees' Co-operative Credit & Banking Society Ltd.

7, COUNCIL HOUSE STREET, KOLKATA - 700 001

Dear Sirs,

Ibeg to apply for a loan of
(in Block Letters)

Rs.....(in words) Rupees

.....only from the Society to be spent for
and to be repaid in monthly instalments at the bank's prevailing rate of interest in accordance with the Bye-laws and Loan Policy of the Society.

I holdshare of Rupees Ten each in the Society and I now propose to purchase
.....shares more.

My substantive (basic) pay is Rs.per mensem and the same is NOT under attachment by a Civil Court.

My present age isyears andmonths and my service isyears andmonths.

I declare that there is no case pending against me in any Court for my indebtedness and I append a statement of my liabilities required under section 49 of the West Bengal Co-operative Societies Act, 2006 and Rule 84 of the West Bengal Co-operative Societies Rules, 2011. I also declare that I am not an agriculturist.

I hereby agree to pledge Rs.(Total of a & b) out of my (a) THRIFT FUND DEPOSIT of Rs.and (b) GUARANTEE FUND DEPOSIT of Rs.as security against the Loan applied for.

The name of my legal heir is Sri/Sm.....
Relationship

The following members of the Society will stand as my Sureties :-

1. Sri / Sm 2. Sri / Sm

STATEMENT OF PROPERTY			ANNUAL INCOME AND EXPENDITURE					
Particulars of Property	Value		Annual Income		Annual Expenditure		Available Surplus	
	Rs.	P.	Rs.	P.	Rs.	P.	Rs.	P.

STATEMENT OF DEBTS

Name of Creditors	Date of Loan taken	Amount of loan taken		Purpose for which the loan was taken	Description of the bond	Repayment of Loan						Balance Outstanding					
		Rs.	P.			Prin Rs.	P.	Int. Rs.	P.	Total Rs.	P.	Prin Rs.	P.	Int. Rs.	P.	Total Rs.	P.

I Solemnly declare that the above statements are true to the best of my knowledge and belief.

Yours faithfully,

Membership No.

(Signature of Member in full)

S. R. No.

Department

Designation

Present Office

Note : Application should be submitted duly completed in all respects. Any incomplete Application is liable for defrment or rejection. Loan Bond should be submitted only after the Loan is sanctioned.

I agree to stand surety for the Loan applied for as overleaf and I declare that my pay is not under attachment by a Civil Court nor there is any case pending against me in any Court for my indebtedness.

I agree to stand surety for the Loan applied for as overleaf and I declare that my pay is not under attachment by a Civil Court nor there is any case pending against me in any Court for my indebtedness.

Signature of the Surety in full

Membership No.....Year of Service.....

DesignationBasic pay Rs.

Age.....

Signature of the Surety in full

Membership No.....Year of Service.....

DesignationBasic pay Rs.

Age.....

OFFICE NOTES

1. Previous Loan, if any

Secured Loan Rs. -

Unsecured Loan Rs.-

Short Term Loan Rs.-

Total Rs.-

2. How many times Loan taken during the financial year. -

3. Balance outstanding in respect of the last Loan.

Rs.

4. How much Loan is admissible - Rs.....

5. Remarks, if any

(Accountant / Manager)

Put up before the meeting

Sanctioned by the Committee for Rs. only to be recovered inmonthly instalments as per application of the Member.

Remarks

Secured Loan Rs.-

Unsecured Loan Rs.-

Short Term Loan Rs. -

Total Rs. -

Secretary

Chairman

Secretary / Chairman

Deduction	Rs.	P.	Rs.	P.
Share Capital				
Suspense Deposit				
Short Term Loan O/s				
Intt. on Short Term Loan				
Secured Loan o/s				
Unsecured Loan o/s				
Intt. on Secured & Unsecured Loan				
Thrift Fund Deposit				
Guarantee Fund Deposit				
Sale of Forms				
TOTAL				
			Less Rs.	...
			Pay Rs.	

in Cash
by Cheque

Accountant / Manager

Secretary

No.

BOND

Entered in Page of the Loan Ledger

I, Sri / Smt. a member of National Insurance Employees' Co-operative Credit & Banking Society Ltd., Kolkata, (Registered under the West Bengal Co-operative Societies Act of 1973) son / daughter/wife of Village Post Office Thana District and my present address is

..... hereby acknowledge that subject to the Bye-laws and the loan Rules of the Society, I have received from the said Society a sum of Rs. (in words) Rupees. only as loan against my application dated

I undertake to pay interest on this loan or such portion of it as may remain unpaid from this date at present per annum and to repay this loan with interest in monthly instalments in accordance with the Loan Rules and the Bye laws of the Society, whenever I shall be called up on to do so.

If I fail to pay interest or any instalments of Principal on the due date overdue interest will be compound and the whole loan with interest shall become immediately due and payable.

I further agree that the loan shall be spent for within one month from the date. If the loan is not so applied, I undertake to repay the money with interest together with such of additional interest as may be levied in accordance with the Bye-laws and the Loan Rules.

I authorise the Society to arrange for the recovery of the loan with interest thereon from my pay or leave salary or gratuity and also authorise my Disbursing Officer to deduct the monthly instalment of the loan as shown in the Recovery list prepared by the Society from my pay or leave salary.

In case of cessation of my service, I authorise the Society to arrange for the recovery of the outstanding loan with interest, if there be any, from the amount of Retiring Gratuity and Death Gratuity. I authorise the Disbursing Officer concerned of the Life Insurance Corporation of India/ National Insurance Co. Ltd. to deduct the amount outstanding loan with interest thereon from my said account while settling the same in compliance with Sec. 59 of W.B. Co-operative Society Act 2006.

I hereby agree to pledge Rs. (Total of a & b) out of my (a) THRIFT FUND DEPOSIT for Rs. and (b) GUARANTEE FUND DEPOSIT for Rs. respectively as security against the loan.

I execute this BOND and agree to abide by the conditions above, which are also applicable to my successors, Legal heirs and assignees.

Date of Execut of Bond

Signature

Present Office

Department

S. R. No.

Membership No.

I / We hereby agree to be Sureties for above mentioned loan and to be jointly and severally liable for (1) its repayment with interest and any cost incurred for collection and (2) for its employment in accordance with the purpose mentioned in the BOND.

1. { Signature -
Membership No -
Designation -
Father's Name -

2. { Signature -
Membership No. -
Designation -
Father's Name -

3. { Signature -
Membership No. -
Designation -
Father's Name -

The money is paid in my presence on

Signature -

Membership No. -

The Officer-in-charge
Life Insurance Corporation of India

Dated.....201.....

Through the Secretary
National Insurance Employees' Co-operative
Credit & Banking Society Ltd., Kolkata

Dear Sir,

I beg to inform you that I have taken loan of Rs.(Rupees.....
.....only) from
National Insurance Employees' Co-operative Credit & Banking Society Ltd. on a written contract that the said loan along
with interest will be repaid inmonthly instalments from my salary and any overdues will also be
recovered from my Salary leave-salary/encashment and gratuity.

I shall be thankful if you kindly arrange to deduct from my salary such instalments as will appear in the monthly
recovery list prepared by the said Society and remit the amount so deducted to the Society in due course in compliance
with sec. 59 of W.B. Co operative Society Act 2006 as amended in 2013.

Yours faithfully,

.....
Full Signature of Member

Membership No.Office.....

S. R. No.Dept.....

Forwarded to the Officer - in-charge, Life
Insurance Corporation of India.....

.....
Full Signature of Witness

.....
for favour of information and necessary action as
per provisions under Sec. 59 of the Co-operative
Societies Act, 2006 as amended in 2013.

S. R. No.

Office.....

Membership No.

Secretary