



West Bengal Minorities Dev. & Fin. Corporation

(A Statutory Corporation Under the Govt. of West Bengal)

ENQUIRY REPORT FOR THE TERM LOAN

Dt. of Enquiry _____ Name of the Enquiring Personnel _____

About the Applicant

Name _____ Qualification _____ Age _____ Yrs _____

Father's/Husband's Name _____

ADDRESS :		Residential Address	Business/Establishment Address
i.	Street/Village		
ii.	Para/Mahalla		
iii.	Gram Panchayat		
iv.	Landmark		
v.	Post Office		
vi.	PIN Code		
vii.	Police Station		
viii.	Block/Municipality		
ix.	Sub-Division		
x.	District		

Contact Ph.No. _____ Whatsapp/MobileNo. _____ Marital Status _____

Size of the Family: Adult _____ Children _____ No. of person employed _____ Prospect of additional employment _____

What the applicant is at present actually doing [in detail] ? _____

How Long ? _____ Yrs. Is the business place? rented / owned Approx size of the place _____ ft. × _____ ft.

Annual turnover Rs. _____ Annual profit Rs. _____

E-mail : _____

Signature of the applicant

About the Guarantor

Name _____ Age _____ Yrs _____

S/D/W of _____

Designation _____ Name of the Institution/establishment _____

Office/establishment address _____

Pin _____

Contact Ph. No. _____ Mobile No. _____

Residential Address of Guarantor(with land mark) _____

Pin _____

Contact Ph. No. with S.T.D. Code/Mobile No. _____

Whether stood as guarantor for any other beneficiary of **WBMDFC**: Yes/No

if yes, please give the details of beneficiary _____

Did you meet the Guarantor ? Yes/No if not, Reason _____

Signature of the Guarantor

About the Loan

Purpose of loan _____

Name of the establishment/Shop _____

How much total amount is required for this work ? _____

Present value of Stock/Materials found in the establishment _____

His own contribution in terms of cash is Rs. _____

And in terms of Materials _____ Tools _____ Space _____

Nos. of person employed (if any) _____ Key person _____ (Self/others) _____

How the loan will be utilized ? (Give break up) _____

General Observation

Certified that the details about the borrower and the Guarantor as mentioned in this inquiry report have been verified by me from reliable documents and found _____

He/she has no Term Loan or DLS(Micro Finance) at present and he/she is not defaulter of previous loan provided by this office/other financial institution as per my knowledge.

Counter Signature of DC with Stamp

Signature of Inquiring Personnel with Stamp & Date

Office Use Only

Seen the Enquiry Report dated _____ The proposal is rejected due to _____
/ issue Offer Letter for P.C. of Rs. _____ for the said Project.
(Rupees in word _____)

Signature of Authorized Officer of
WBMDFC