

ANNEXURE-I

Borrower's Basic Fact Sheet for Small Enterprises
Prescribed under General Regulation SME R-2

Date of Request: _____

1. **BUSINESS STATUS:**

Proprietorship	Partnership	Other
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2. **BORROWER'S PROFILE:**

A. **Business Details:**

Name of Business		Address	
Business Phone No.		Fax # (If available)	E-mail Address (If available)
Import Registration (If available)	Export Registration (If available)	Date of Establishment	Date of opening of A/c

B. **Owners/Partners/Directors Details:**

Name			Address		
Phone #			Fax:	E-mail Address (if available)	
Office	Res.	Cell			
Computerized National Identity Card			National Tax # (If available)		
Share-holding Amount			% of Share-holding		

3. **NATURE OF BUSINESS:**

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4. **BUSINESS HANDLED/EFFECTED WITH ALL FINANCIAL INSTITUTIONS DURING THE LAST ACCOUNTING YEAR:**

Imports (if any)	Exports (if any)	Remittances effected (if any)
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5. **DETAILS OF FINANCING FACILITIES (BOTH BUSINESS AND PERSONAL)**

S. No	Nature of Facility (Funded/Non Funded)	Name of Bank	Existing/new/or Enhancement	Collaterals	Tenor	Amount Availed	Amount Overdue (if any)

6. **DETAILS OF WRITE-OFF, RESCHEDULING/ RESTRUCTURING (IF ANY)**

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7. Latest Audited Financial Statements as per requirements of Regulation SE-3 to be submitted with the Loan Application Form (LAF).

I certify and undertake that the information furnished above is true to the best of my knowledge.

 BORROWER'S SIGNATURE