





## International Leasing And Financial Services Limited

Annex 1.1

Printers Building (14<sup>th</sup> Floor), 5 Rajuk Avenue, Dhaka-1000, Bangladesh.  
Phone: 880-2-9559639 (Hunting), Fax: 880-2-9559640, E-mail: info@ilfsl.com, ilfsl@bangla.net, Web: www.ilfsl.com

OWNERSHIP DETAILS			
Sl	Name of Director/Partner/Proprietor	Relationship with Main Sponsor	Shareholding (%)

Please attach separate sheet, if required.

SUBSIDIARY/ASSOCIATION/RELATED COMPANY DETAILS			
Name of the Company	Address	Nature of Business	Established in

Please attach separate sheet, if required

FINANCIAL REQUIREMENT DETAILS
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Type of Facility : ☐ Lease ☐ Loan

Amount :Tk \_\_\_\_\_ Repayment Period : \_\_\_\_\_ months

Purpose : \_\_\_\_\_  
\_\_\_\_\_



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### In case of Lease, please provide the following details :

Type of Asset : ☐ Vehicle ☐ Water Transport ☐ Machinery/Equipment

Amount : ☐ New ☐ Reconditioned

Details of Asset : \_\_\_\_\_

Type/Make/Model : \_\_\_\_\_

Manufacturer : \_\_\_\_\_

Supplier : Name \_\_\_\_\_  
(if different from Manufacturer)  
Address \_\_\_\_\_

Place to be installed : \_\_\_\_\_

Mode of Purchase : ☐ Local Purchase ☐ Import **Time** required for delivery \_\_\_\_\_ months

Unit Cost : \_\_\_\_\_ No. of Units \_\_\_\_\_

Total Cost : \_\_\_\_\_

Please use separate sheet, if multiple assets

### SECURITY DETAILS

Name of Guarantor	Permanent Address	Present Address

Other Security : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EXISTING FINANCIAL FACILITY DETAILS****Short Term Facility:**

Bank/Financial Institution	Type of Liability	Sanction Amount	Outstanding		Security
			Amount	Date	

Please separate sheet, if required

**Long Term Facility :**

Details	Loan 1	Loan 2	Loan 3
Bank/Financial Institution			
Branch			
Sanction amount (Tk)			
Date of Disbursement			
Type of facility			
Grace period +Repayment Period			
Frequency of Installment			
Outstanding balance(Tk)			
Outstanding as at (Date)			
Security			

Please attach separate sheet, if required

**REQUIRED DOCUMENTS DETAILS**

- ☐ Details of Director/Partner/Proprietor Form of ILFSL
- ☐ Net worth declaration statement of Guarantor/Director Form of ILFSL
- ☐ CIB Undertaking Form
- ☐ Copy of TIN Certificates, NID, Photographs of each Director
- ☐ Certified copy of Memorandum and Articles of Association
- ☐ Certified copy of Certificate of Incorporation and Commencement of Business
- ☐ Certified copy of latest Form XII
- ☐ Copy of Trade License
- ☐ Copy of TIN Certificate(Applicant Company/Firm)
- ☐ Copy of VAT Registration Certificate
- ☐ Audited Financial Statement for last 3 years
- ☐ Last available Draft / Management Accounts
- ☐ Bank Statement of the company for the last 12 months
- ☐ Details of Equipment with Pro forma invoice/Quotation from supplier(s) duly accepted by by applicant.
- ☐ Group Bank Liability position
- ☐ Brief profile of the company/Business
- ☐ Brief profile of the other sister concerns/ Business of the Group (if any)
- ☐ Brief statement of Management personnel showing name, designation, age, education & experience.
- ☐ Project profile with projected financials (if new project)
- ☐ Latest audited accounts of sister concerns / other business of the group
- ☐ Details of collateral securities with documents (if any)

We do hereby declare that the information furnished above, in the application and in the attached annexure(s) are true and correct. We understand this application remains the property of International Leasing and Financial Services Ltd (ILFSL) whether the lease/loan facility is granted or not and ILFSL reserves the right to reject the application at the sole discretion of ILFSL, without stating reasons therefore.

**Specimen Signature of All Directors**

S1	Name	Signature



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Please attach one  
passport size  
photograph

## PARTICULARS OF DIRECTORS/PARTNERS/PROPRIETOR

PERSONAL DETAILS	
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Name	
Father's Name	
Mother's Name	
Husband's Name	
Permanent Address	
Present Address	
Business Address	
Educational/Technical Qualification	
Business Experience	
Telephone & Fax	Tel :                                  Fax :
Profession/Occupation	
National ID No	
TIN	
Nationality	
Date of Birth	



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COMPANIES WHERE YOU ARE A PROPRIETOR/PARTNER/DIRECTOR					
Name of Company	Address	Nature of Business	Associated		Shareholding (%)
			As	Since	

Please attach separate sheet, if required

BANK/NBFI/INSURANCE COMPANY WHERE YOU ARE A DIRECTOR		
Name of Bank/NBFI/Insurance company	Position	Shareholding (%)

EXISTING PERSONAL FINANCIAL FACILITY DETAILS					
Name of Bank/ Financial Institution	Nature of Liability	Sanctioned Amount	Outstanding		Security
			Amount	Date	

Please attach separate sheet, if required

PERSONAL BANK ACCOUNTS DETAILS			
Name of the Bank	Branch	Type of Account	Account No

Please attach separate sheet, if required

*I certify and affirm that each of the statement given above is true and correct*

**Date :**

**Signature :**



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and I furnish the following statement with full knowledge the liability to be assumed and knowing that in considering credit to the applicant you will rely on the particulars given below.

Name	
Father's Name	
Mother's Name	
Husband's Name	
Permanent Address	
Present Address	
Business Address	
Educational/Technical Qualification	
Business Experience	
Telephone & Fax	Tel :                                  Fax :
Profession/Occupation	
National ID No	
TIN	
Nationality	
Date of Birth	





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### ASSET AND LIABILITIES STATEMENT

#### Assets :

<u>Type of Assets</u>	<u>Details</u>	<u>Amount</u>
Cash		
In hand		Tk _____
At Bank	Name of the Bank _____	Tk _____
Fixed Deposit	Name of the Bank _____	Tk _____
Investment		
Bond/Savings Certificate	Type _____	Tk _____
Proprietorship Firm	Name _____	Tk _____
Partnership Firm	Name _____	Tk _____
Private Limited Company	Name _____	Tk _____
Public Limited Company	Name _____	Tk _____
Land and Building		
Agricultural	Area _____ Location _____	Tk _____
Non-Agriculture	Area _____ Location _____	Tk _____
Building	Area _____ Location _____	Tk _____
Vehicles		
Vehicle 1	_____	Tk _____
Vehicle 2	_____	Tk _____
Others (please describe)	_____ _____	Tk _____ Tk _____

**Total Assets** Tk \_\_\_\_\_

#### Liabilities

<u>Type of Liability</u>	<u>Details</u>	<u>Amount</u>
Personal Loan/Consumer Credit	Bank _____	Tk _____
Housing Loan	Bank _____	Tk _____
Car Loan	Bank _____	Tk _____
Others (Please describe)	_____	Tk _____

**Total Liabilities** Tk \_\_\_\_\_

*I certify and affirm that each of the statement given above is true and correct*

**Date :**

**Signature :**



## UNDERTAKING

### Attachment-Ka

The Manager  
International Leasing And Financial Services Limited  
Head Office, Printers Building,  
5 Rajuk Avenue, Dhaka-1000.

Subject: **Provision of information on the ownership of companies and their bank liabilities.**

Dear Sir,

I, .....owner/partner/director/guarantor of ....., am applying for sanctioning/renewal/rescheduling of a loan in my own name/ aforementioned company's name. My father's name:....., mother's name:....., husband's name(in case of married woman):....., Main (Permanent) address: Street No/Village..... Street Name/PS/Upazilla..... District..... Postal code.....Country....., Additional (Business) address:..... Street No/Village..... Street Name/PS/Upazilla ..... District..... Postal code.....country....., Date of Birth:....., District of Birth:....., Country of Birth:....., National ID Number:....., Other ID documents(Passport/Driving license/Nationality Certificate): ID number.....ID issue date.....ID issue country....., TIN: ....., Gender: Male/Female, Telephone Number:.....are given for your kind consideration. The list of companies under the ownership of mine along with their bank liability status is given in the following table:

Serial no.	Name of the Company	Main Address	Additional Address	Whether the company is availing any loan or not		
				Yes		No
				Name of the bank/FI	Name of the branch	

Apart from stated above, if any liability in my own name or my company's name is found, I will be bound to obey any decision made by the authority concerned relating to sanctioning/renewal/rescheduling of the loan applied for and I will be punishable by law for providing this false or fabricated information.

Seal and Signature of  
the bank official who  
certified the borrower

Customer's Signature:  
Name:  
Name of the Borrowing organization:

\*If necessary, extra paper could be used for list of companies.