Documents Required For Loan Against Property Finance*

S. No.			
1	Application form with all details		
2	Copy of Property Papers		
3	Login Fees of Rs. 5000 + Service Tax		
KYC Documents			
4	**PAN card for all entities**		
	Address Proof	**Residence proof**	a)　Valid Passport / b) Aadhar Card / c) Voter ID card
		Office proof	a)　E-bill / Landline bill / b) Shop & Establishment Certificate / c) VAT / Service Tax Certificate
	Incorporation Document	**Partnership Firms**	**Partnership deed in case of partnership firm**
		In Case of Company	a) MOA & AOA
5	Financial Documents	**For Salaried**	a)Latest 2 years Form-16 b)Latest 3 months salary slips c) CTC letter (in case the customer is getting variable component)
		Self Employed	a) Latest 2 years ITR with complete set financials b) Form 3CB & Form 3CD c) All supported annexure / schedules' to financial report & audit report
		For Partnership Firms	a) Latest 2 year ITR with complete set of financials b) All supported annexure / schedules' to financial report & audit report c) Latest 2 year ITR with financials for all the partners d) Form 3CB & Form 3CD
		For Companies -	a) Latest 2 year ITR with financials for all the directors b) Complete audit report with CARO report (if applicable) on CA letterhead c) Latest list of Shareholder and Directors d) Latest Shareholding pattern e) Latest 2 year ITR with complete set of financials f) Form 3CA & 3CD g) All supported annexure / schedules' to financial report & audit report
6	Bank Statements	**Company\Firms**	Latest 12 months banking of all the C/A or C/C of the firm / company
		Director\ Promoters	Latest 12 months banking of saving A/c of proprietor / partners / directors / promoters
		For Salaried customers	Latest 6 months bank statement in which salary is credited & any other bank account maintained by the customer

*T&C Apply

** The documents in this list are a requirement for credit check initiation. Under no circumstances should it be inferred that presenting these documents shall ensure application sanction. Credit is at sole discretion of ORIX.