



Photograph of
Applicant

Date:

D	D	M	M	Y	Y	Y	Y
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Branch: _____

**EDUCATION LOAN APPLICATION FORM (COLLATERAL BASED)
FOR BHUTANESE LIVING ABORAD (BLA)**

All the particulars with * signs are mandatory in compliance with RMA CIB

APPLICATION DETAILS*

Existing Client (Tick) Yes No

Standing Instruction Yes No

APPLICANT PERSONAL DETAILS*

Title																						
Name																						
Nationality																						
CID No.														Validity	D	D	M	M	Y	Y	Y	Y
Gender	<input type="radio"/> Male <input type="radio"/> Female																					
Date of Birth	D	D	M	M	Y	Y	Y	Y														
Saving Account No.																						
Taxpayer Number (TPN)																						
Marital Status	<input type="radio"/> Married <input type="radio"/> Single (If married, please provide spouse's details)																					
Spouse Name																						
Spouse CID No.																						
Spouse Contact No.																						

PRESENT ADDRESS*				PERMANENT ADDRESS*			
Village/Street Name				Village			
Gewog/City				Gewog			
Dzongkhag/ State				Dzongkhag			
Postal Code				Thram No.			
Contact No.				House No.			
Email ID							

EMPLOYMENT DETAILS (IF APPLICABLE)*

Name of the Employer (1)			
Job Role			
Nature of job	<input type="radio"/> Casual <input type="radio"/> Part-time <input type="radio"/> Full-time		
Name of the Employer (2)			
Job Role			
Nature of job	<input type="radio"/> Casual <input type="radio"/> Part-time <input type="radio"/> Full-time		
Total Monthly Disposable Income			



LOAN DETAILS*

Loan Amount	Nu. _____ (Ngultrum _____ only)		
Loan Purpose			
Interest Type/Interest rate	<input type="radio"/> Floating <input type="radio"/> Fixed	Interest Rate	_____ %
Tenure	_____ months		

CO-BORROWER/GUARANTOR DETAILS (IF APPLICABLE)

Title																						
Name																						
Nationality																						
CID No.														Validity	D	D	M	M	Y	Y	Y	Y
Gender	<input type="radio"/> Male <input type="radio"/> Female																					
Date of Birth	D	D	M	M	Y	Y	Y	Y														
Saving Account No.																						
Taxpayer Number (TPN)																						
Marital status	<input type="radio"/> Married <input type="radio"/> Single (If married, please provide spouse's details)																					
Spouse Name																						
Spouse CID No.																						
Spouse Contact No.																						

PRESENT ADDRESS

Village/Street Name													
Gewog/City													
Dzongkhag/State													
Postal Code													
Contact No.													
Email ID													

PERMANENT ADDRESS

Village													
Gewog													
Dzongkhag													
Thram No.													
House No.													

EMPLOYMENT DETAILS (IF APPLICABLE)

Name of the Employer													
Employee ID													
Date of Joining Service													
Designation													
Grade													
Department													
Ministry/Agency													
Nature of Service	<input type="radio"/> Regular <input type="radio"/> Contract (If contract, _____ years)												
Date of Retirement													



STUDENT DETAILS*

Name																						
Nationality																						
CID														Validity	D	D	M	M	Y	Y	Y	Y
Gender																						
Date of Birth	D	D	M	M	Y	Y	Y	Y														
Relationship (if applicable)																						
University																						
Name of the course																						
Commencement Date	D	D	M	M	Y	Y	Y	Y														
Country																						

REPAYMENT SOURCE

Rental Income	Nu. _____ per month (attach PIT statement for rental income)
Monthly Salary	Nu. _____ per month (attach salary certificate to be enclosed)
Business Income	Nu. _____ per month (attach BIT statement/ receipt and license copy)

The source of income for loan repayment should be from regular or confirmed source to repay the loan within the loan period.
** All the authenticated documents along with the breakups must be submitted to support the income details.*

Details of Security Offered	Primary Security	Collateral Security
Plot no/Reg no/Thram no.		
Area		
Location		
Estimated/Insured Value		

DETAILS OF REPRESENTATIVE/POA*

Name															
CID No.															
Address															
Relationship with the borrower															

PRE-CUSTOMER CONSENT FOR USAGE OF PERSONAL INFORMATION/DATA

I hereby provide my pre-consent to CIB/BoBL to use my personal information/data submitted herein this document today and hereafter by the CIB/BoBL for official requirement within its jurisdiction. This consent clause constitutes waiver of my right to make any objection for using my personal information/data hereafter by CIB/BoBL until I withdraw the same in writing.

All information provided is correct and true to my best knowledge. The Bank reserves the right to accept or reject the application. Accepting the application by the bank would not guarantee the sanction of the said loan.

Signature of the Applicant	Signature of the Student (If Applicable)	Signature of the Guarantor (If Applicable)
Date:	Date:	Date:
Place:	Place:	Place:



BLA EDUCATION LOAN CHECKLIST

Checklist

- Application form duly filled in and signed on all the pages (Full Signature)
- CID copy of the applicant, guarantor (if applicable) and children/student (above 15 years)
- One recent passport-size photo of the applicant
- Fee Structure and offer letter
- Power of Attorney (POA) to execute the loan documents. POA should be issued to a family member
- Family tree from MoHCA to authenticate if the guarantor/individual to whom POA is issued is a family member or not

If repayment is tied to salary

- Salary slip/ Tax certificate/Bank statement (from any FIs to justify income) of applicant and guarantor (if applicable)
- Appointment letter for applicant and guarantor (if applicable)
- The combined salary of the spouse or family member (children) shall be considered. However, children must be of legal age.

Additional Checklist if immovable collateral is provided

- Ownership certificate(s) of the collateral security offered to the bank
- Consent letter from the joint owner or co-owner if the collateral provided is joint/co-owned
- A copy of a family tree generated within past one month at the time of application submission to authenticate whether the guarantor/ individual to whom Power of Attorney (POA) is issued is a family member or not. A family tree should also be submitted, if the property is family-owned, along with a copy of the No Objection Certificate (NOC) from family members aged 18 years and above
- Income source (Tax receipt, rental income or interest income, etc)

General Terms and Condition

- Email the duly filled loan form and other required documents to the Bank at ***bob_bla@bob.bt***
- The land rate shall be based on the prevailing valuation of the Bank/common land rate.
- Original documents should be mailed to CRM, Loan Section at Thimphu Main Branch, BoB.
- Power of Attorney (POA) given by the rightful owner for execution of loan documents may be accepted only in case of people residing outside Bhutan/unable to present themselves in the Bank. However, it should be witnessed by a person having a good track record with the bank. For acceptance of POA, refer to the following Guidelines on issuance of Power of Attorney by the client.
- POA issued by an Individual has to be special or Limited POA issued for one-time financial or banking transaction;
- POA issued by an individual has to be issued to a family member (Transaction pertaining execution of Legal documents, agreements);
- An Individual issuing a POA to a person has to specify the purpose for which the POA has been issued. The POA issuer has to fill up Bank's POA form witnessed by a Bank's client having a good track record.