

Bank Loan / Project Report — Documents Checklist

Information we need to prepare your project report and loan application file.

Promoter / Applicant Details

- ☐ KYC documents — PAN, Aadhaar, address proof
- ☐ Photographs of promoter(s)
- ☐ Educational and experience background (brief profile)

Project Details

- ☐ Land/property documents (ownership or lease, khasra/plot details)
- ☐ Approvals and permissions obtained or applied for
- ☐ Cost estimate basis — construction rate, equipment quotations, etc.
- ☐ Project timeline / implementation schedule

Financials

- ☐ Existing business financial statements (last 2–3 years, if applicable)
- ☐ Bank statements (last 6–12 months)
- ☐ Details of existing loans, if any
- ☐ Proposed means of finance (own contribution vs. loan amount)

This is a general checklist — individual bank formats and lending norms may require additional documents. We will tailor the project report to your bank's specific requirements.

Contact: +91 94251 13566 · caajaysinghal@gmail.com · Mon–Sat, 10:00 AM–6:30 PM