



सूक्ष्म, लघु और मध्यम उद्यम और मध्य कॉर्पोरेट ऋण प्रभाग, प्रधान कार्यालय
प्लॉट सं. 4, सेक्टर 10, द्वारका, नई दिल्ली- 110075
MSME & MID CORPORATE CREDIT DIVISION, HEAD OFFICE,
PLOT NO.4, SECTOR-10, DWARKA, NEW DELHI- 110075

PNB 1379



Application for Annual Renewal/Review/Reduction of Limit

To,

The Branch Head
Punjab National Bank
Branch /PLP/ MCC Office:

Madam / Sir,

Sub: Annual Renewal of Account- M/s....

With reference to the above, I/we submit that following credit facilities have been sanctioned to me/us by the Bank vide Sanction letter dated.....

(` in Lakh/Crore)

S. N.	Nature of Facility	Limit Sanctioned	Outstanding as on
1	Cash Credit		
2	Term Loan		
3	Bank Guarantee/ Letter of Credit		
4	Other Facility_____ (please specify)		
5	Total		

*I / we request you to renew / review/ the credit facilities sanctioned to me / us by the bank for a period of one year at existing term and conditions.

*I / we request you to reduce the credit facilities sanctioned to me / us by the bank for a period of one year from _____ to _____ at existing term and conditions.

(Select whichever is applicable)

Further, I / We undertake / declare the following:

- No insolvency proceedings initiated against me / us nor I / we have ever been adjudicated insolvent. Further, that no litigation is pending against the securities offered in the shape of movable or immovable, in any court in India or outside India.
- Neither I / we have been defaulter or any Bank of Financial Institution nor any of accounts have been written off by any Bank / Financial Institution, and that my / our name does not appear in RBI / ECGC caution list / Defaulter list etc.
- There is no overdue / statutory due owed by me / us
- I am / we are related / not related to any of the Directors of the Bank.
- I am / we are / are not a close relative of any Staff member of the Bank.
- All securities offered to the bank as per existing sanction are maintained in good condition.

एकीकृत जोखिम प्रबंधन प्रभाग (ऋण नीति अनुभाग)
प्रधान कार्यालय, प्लॉट नं 4, सेक्टर -10, द्वारका, नई दिल्ली-110075
INTEGRATED RISK MANAGEMENT DIVISION (CREDIT POLICY SECTION)
HEAD OFFICE, PLOT NO. 4, SECTOR 10, DWARKA, NEW DELHI - 110075

- That the constitution / management / address of the firm / company have not changed since last sanction.
- I / We have obtained / not obtained any credit facilities from other banks / financial institutions since last sanction.
- I / We authorize the bank to exchange, share and part with all information relating to me / our loan details and repayment history information to other Bank / Financial Institutions / Credit Bureaus / Agencies as may be required and shall not hold the bank liable for use of this information.
- I / we shall furnish any information required by the Bank to process my application for loan and also to be bound by the rules or by revised additional terms and conditions which may at any time hereafter be made while the loan obtained by me is still outstanding.
- The bank may take appropriate safeguards / action for recovery of bank's dues.
- Your representatives, representatives of the Reserve Bank of India or any other agency as authorized by you, may at any time, inspect / verify my / our assets, books of account etc. in our factory / business premises.
- I / We shall furnish all other information that may be required by Bank in connection with my / our application.
- I/We confirm that there is no change in my place of residence /office. In case of any subsequent change in the address, the same shall be informed to Bank at the earliest possible instance. The complete details / telephone number (landline/mobile) shall be provided to the Bank within 30 days along with residential proof as required under KYC norms.
- Information given in the application is correct, complete and up to date in all respects, and I / we have not withheld any information.

Signature of the Borrower(s)

Date:

Place:

Signature of the Guarantor(s)