

## ANNEXURE -2



Application to the Branch for a Corrective Action Plan under Revival & Rehabilitation of  
MSME  
**(For Existing Loan Exposure up to Rs.10 Lacs)**  
**( To be submitted along with documents as per the check list )**

### A. Brief Profile of the Enterprise:

Name of the Enterprise / Borrower						
Constitution	√	Proprietary	Partnership	Pvt. Ltd.	Ltd. Company	Others
Current Business Activity						
Current Office Address / Residential Address						
Contact No.	Land Line: Mobile :	E-Mail				
Udyog Aadhaar No./ Registration No.						
Date of incorporation / Establishment						
Activity	Mfg./ Trading/ Services/Others					
Brief of Business activity						
Banking with since						
SMA Status as on	SMA-0 / SMA-1 / SMA-2					

### B. Details of Proprietor/ Partners/ Directors:

(Amount in Rs.)

Name of Proprietor/ Partners/ Directors	Residential Address with Contact No.	PAN No. /DIN No.	Net Worth as on .....	% of Share holding	Other dues as Borrower / Guarantor

**C. Details of Associate Concern / Sister Concern: (Amount in Rs.)**

Name of Associate Concern / Sister Concern	Business Activity	IRAC status	Banking With	Loan Limit		Financials as on .....		
				FB	NFB	Net Sales	Net Profit	Net Worth

**D. Social Category:**

Gender	√	Man		Woman			Trans gender	
Physically challenged		Yes or No						
Social Category	√	SC	ST	OBC	Women	Physically Handicapped	Minority	
If Minority Community	√	Buddhists	Muslims	Christians	Sikhs	Jains	Zoroastrians	

**E. Details of Existing Liabilities with the Bank:**

(Amount in

Rs.)

Facility	Limit	Market value of stocks	Advance value of stocks	Drawing Power	O/s	Overdues
Fund based working capital (CC / OD/EPC etc.)						
Others (please specify)						
Fund based sub-total						
LC/BG for working capital						
Others (Please specify)						
Non Fund based Sub-total						
Total Working Capital						
Term Loans						
Any Other (Specify)						
Total Exposure						

**Banking arrangement and sharing pattern:**

**Financial Arrangement:**

**Sole Banking/Consortium/Multiple Banking**

	FB		NFB		Total	% Share
	WC	TL				

	Limit	O/s	limit	O/s	Limit	O/s
Bank 1						
Bank 2						
Banks (Total)						
<b>Total</b>						

<b>Loans with Financial Institutions / NBFCs and overdues, if any:</b>
--

**F. Details of Other Liabilities:**

(Amount in

Rs.)

Details of Statutory dues remaining outstanding with State Government or Central Government	Details of Unsecured Creditors. (Furnish reason for incurring liability)

**G. Past Performance & Future Estimates :** ( Actual performance for two previous years, estimates for current year and projections for next two years to be provided for additional working capital facilities)

(Amount in

Rs.)

	Past Year-II (Actual)	Past Year-I (Actual)	Present Year (Estimate)	Next Year-I (Projection)	Next Year-II (Projection)
Net Sales					
Net Profit					
Capital (Net Worth of the Enterprise)					
TNW					
Adjusted TNW					
Current Ratio					
TOL/Adjusted TNW					
Cash Accruals					

**H. In case of additional Working Capital:** (Amount in Rs.)

Actual Sales		Projected					
FY-	FY-	Sales	Working Cycle(in days)	Inventory (in days)	Debtors (in days)	Creditors (in days)	Promoter's Contribution

**I. For additional term loan facilities projections to be provided till the proposed year of repayment of loan.**

**J. (a) Details of Existing Security:**

(Amount in Rs.)

Particulars of Primary Security		Nature of charge	Date of Valuation	Value
Particulars of Collateral Security	SARFAESI Complaint (Y or N)	Nature of charge	Date of Valuation	Value

**(b) Details of Proposed Additional Security to be offered :( Amount in Rs.)**

Particulars of Primary Security		Nature of charge	Date of Valuation	Value
Particulars of Collateral Security	SARFAESI Complaint (Y or N)	Nature of charge	Date of Valuation	Value

**K. (a) Details of Existing Guarantors: (Amount in Rs.)**

Name and addresses of the Guarantors	Age	Occupation	Annual Income	Net Worth on.....	Other dues Borrower / Guarantor

**(b) Details of Proposed Guarantors: (Amount in Rs.)**

Name and addresses of the Guarantors	Age	Occupation	Annual Income	Net Worth as on.....	Other dues as Borrower / Guarantor

**L. Details of stress faced by the Enterprise:**

Indicative List of Stress	Details of stress faced by the Enterprise
<ul style="list-style-type: none"> <li>Outstanding balance in cash credit account remaining continuously at the maximum.</li> <li>Inability to maintain stipulated margin on continuous basis.</li> <li>Failed to make timely payment of instalments of principal and interest on term loans.</li> <li>Decline in production.</li> <li>Decline in sales and fall in profits.</li> <li>Overdue Receivables / Bad debts</li> <li>Increase in level of inventories.</li> <li>Failed to pay statutory liabilities.</li> <li>Delay in meeting commitments towards payments of installments due, crystallized liabilities under LC/BGs.</li> </ul>	

**M. Suggested Remedial Measures with the estimated time frame to justify the action plan:**

Indicative Remedial Measures	Suggested remedial measures with the estimated time frame by the Enterprise with supporting details to justify the action plan /solution, duly supported/vetted by TEV as the case may be.
------------------------------	--

Rectification:	
Restructuring: <ul style="list-style-type: none"> <li>• Reschedulemen t of Instalments.</li> <li>• Capitalisation of interest.</li> <li>• Fresh and/or additional WC / WCTL.</li> <li>• Fresh term loan assistance for need based expansion.</li> </ul>	

**Declaration:** I/We hereby certify that all information furnished by me/us is true, correct and complete to the best of my/our knowledge and belief. I/We shall furnish all other information that may be required by Bank in connection with my/our application. The information may also be exchanged by you with any agency you may deem fit. You, your representatives or any other agency as authorised by you, may at any time, inspect/ verify my/our assets, books of accounts etc. in my/our factory/business premises. You may take appropriate safeguards/action for recovery of bank's dues.

**Signature of Borrowers**

**Signature of Existing & Proposed Guarantors**

**Date:** .....

**Place:** .....

**CHECK LIST: (The check list is only indicative and not exhaustive and depending upon the requirements of banks addition/deletion could be made as per necessity)**

- 1) Last two years balance sheets (wherever applicable as per Statutory requirements / Bank's instructions) of the units along with income tax/sales tax return etc.
- 2) Projected balance sheets for two years in case of working capital limits and for the period of the loan in case of term loan.
- 3) Sales achieved during the current financial year **up** to the date of submission of application/Provisional Balance sheet as at Previous Quarter End.
- 4) Asset & Liability statement of Proprietor/ Partners/ Directors.
- 5) If funds proposed to be infused by borrower, please specify Sources.
- 6) Detailed Particulars of securities primary/collateral proposed, if any.
- 7) Details of all liabilities of the enterprise, including the liabilities owed to the State or Central Government and unsecured creditors, if any.
- 8) Supporting details for the suggested remedial measures with the estimated time frame by the Enterprise to justify the action plan /solution.

## Acknowledgement

### Office Copy:

Received from Mr / Ms / M/s .....(Name & Address) an application dated ..... for corrective action plan under revival & rehabilitation of MSMEs.

Date .....

**Branch Manager**

**Name:**

**Name of the Bank:**

---

### Customer copy:

Received from Mr / Ms / M/s -----

----

(Name & Address) an application dated ..... for corrective action plan under revival & rehabilitation of MSMEs.

Date .....

**Branch Manager**

**Name:**

**Name of the Bank:**

### Please Note that:

1. This is only an acknowledgement for having received the application and this should not be construed as an indication of our acceptance of the proposal, a decision on which will be taken only after due consideration of the proposal on its merit and / or on fulfilment of conditions if any, that may be stipulated by the Bank.
2. The application will be taken up for consideration only after all the particulars / data / documents as may be required are received by the Bank.
3. The application will be disposed of within .....days from the date of receipt of all the details /papers/documents /clarifications sought by the Bank.
4. In case the proposal is rejected/not considered the reasons for the same will be intimated to the applicant.