

# BORROWER'S BASIC FACT SHEET - FOR CORPORATE

## PRESCRIBED UNDER REGULATION R-3

Date of Request: \_\_\_\_\_

(TO BE COMPLETED IN CAPITAL LETTERS OR TYPEWRITER)

**1. BORROWER'S PROFILE:**

Name:										Address:									
Phone #										Fax #					E-mail Address				
Office:					Res:														
Computerized National Identity Card #										National Tax #					Sales Tax #				
Import Registration #					Export Registration #					Date of Establishment					Date of Opening of A/C				

**2. NATURE OF BUSINESS:**

Industrial	Commercial	Agricultural	Services	Any other

**3. DETAILS OF DIRECTORS/OWNERS/PARTNERS:**

Name:										Address									
Phone #										Fax #					E-mail Address				
Office					Res.														
Computerized National Identity Card #										National Tax #									
Share-holding					Amount					% of Share-holding									

Name:										Address									
Phone #										Fax #					E-mail Address				
Office					Res.														
National Identity Card #										National Tax #									
Share-holding					Amount					% of Share-holding									

Name:										Address									
Phone #										Fax #					E-mail Address				
Office					Res.														
National Identity Card #										National Tax #									
Share-holding					Amount					% of Share-holding									

**4. CORPORATE STATUS:**

Sole Proprietorship	Partnership	Public/Private Limited Company

**5. MANAGEMENT:**

<b>A) EXECUTIVE DIRECTORS/PARTNERS:</b>			
<b>Name</b>	<b>Address</b>	<b>CNIC #</b>	<b>Phone #</b>
1.			
2.			
3.			
<b>B) NON-EXECUTIVE DIRECTORS/PARTNERS:</b>			
<b>Name</b>	<b>Address</b>	<b>CNIC #</b>	<b>Phone #</b>
1.			
2.			
3.			

**6. REQUESTED LIMITS:**

	<b>Amount</b>	<b>Tenor</b>
<b>Fund Based</b>		
<b>Non-Fund Based</b>		

**7. BUSINESS HANDLED/EFFECTED WITH ALL FINANCIAL INSTITUTIONS DURING THE LAST ACCOUNTING YEAR:**

<b>Imports</b>	<b>Exports</b>	<b>Remittances effected (if any)</b>

**8. EXISTING LIMITS AND STATUS:**

	<b>Amount</b>	<b>Expiry Date</b>	<b>Status</b>	
			<b>Regular</b>	<b>Amount Overdue (if any)</b>
<b>Fund Based</b>				
<b>Non-Fund Based</b>				

**9. ANY WRITE-OFF, RESCHEDULING/ RESTRUCTURING AVAILED DURING THE LAST THREE YEARS:**

<b>Name of Financial Institution</b>	<b>Amount during 1<sup>st</sup> year</b>		<b>Amount during 2<sup>nd</sup> year</b>		<b>Amount during 3<sup>rd</sup> year</b>	
	<b>Write-off</b>	<b>Rescheduled/ Restructured</b>	<b>Write-off</b>	<b>Rescheduled/ Restructured</b>	<b>Write-off</b>	<b>Rescheduled/ Restructured</b>

**10. DETAILS OF CLEAN FACILITIES CURRENTLY AVAILED:**

<b>Name of Financial Institution</b>	<b>Nature of Facility</b>	<b>Total Limit</b>	<b>Amount Outstanding</b>
1.			
2.			

**11. DETAILS OF PRIME SECURITIES MORTGAGED/ PLEDGED:**

<b>A) AGAINST EXISTING FACILITIES:</b>				
<b>Name of Financial Institution</b>	<b>Nature of Security</b>	<b>Total Amount</b>	<b>Rank of Charge</b>	<b>Net Realizable Value</b>
1.				
2.				
3.				
<b>B) AGAINST REQUESTED/ FRESH/ ADDITIONAL FACILITIES:</b>				
<b>Name of Financial Institution</b>	<b>Nature of Security</b>	<b>Total Amount</b>	<b>Net Realizable Value</b>	

1.			
2.			
3.			

**12. DETAILS OF SECONDARY COLLATERAL MORTGAGED/ PLEDGED:**

<b>A) AGAINST EXISTING FACILITIES:</b>				
Name of Financial Institution	Nature of Security	Total Amount	Rank of Charge	Net Realizable Value
1.				
2.				
<b>B) AGAINST REQUESTED/FRESH/ADDITIONAL FACILITIES</b>				
Name of Financial Institution	Nature of Security	Total Amount	Net Realizable Value	
1.				
2.				

**13. CREDIT RATING (WHERE APPLICABLE)**

Name of Rating Agency	Rating

**14. DETAILS OF ASSOCIATED CONCERNS  
(AS DEFINED IN COMPANIES ORDINANCE, 1984):**

Name of Concern	Name of Directors	Share-holding	% of Total Share Capital

**15. FACILITIES TO ASSOCIATED CONCERNS BY THE CONCERNED FI:**

Name of Concern	Nature & Amount of Limit	Outstanding as on-----	Nature & Value of Securities	Overdues	Defaults

**16. DETAILS OF PERSONAL GUARANTEES PROVIDED BY THE DIRECTORS/PARTNERS ETC. TO FIs TO SECURE CREDIT:**

Names of the Guarantors	Institutions/persons to whom Guarantee given	Amount of Guarantee	Validity Period	NIC #	NTN	Net-worth

**17. DIVIDEND DECLARED (AMOUNT) DURING THE LAST THREE YEARS:**

During 1 <sup>st</sup> Year	During 2 <sup>nd</sup> Year	During 3 <sup>rd</sup> Year

**18. SHARE PRICES OF THE BORROWING ENTITY:**

Listed Company		Break-up Value of the Shares in case of Private Limited Company
Current Price	Preceding 12 Months Average	

**19. NET-WORTH (PARTICULARS OF ASSETS OWNED IN THEIR OWN NAMES BY THE DIRECTORS/PARTNERS/PROPRIETORS):**

Owner's Name	Particulars of Assets	Market value	Particulars of Liabilities

**20. DETAILS OF ALL OVERDUES (IF OVER 90 DAYS):**

Name of Financial Institution	Amount

21. Details of payment schedule if term loan sought.
22. Latest Audited Financial Statements as per requirements of Regulation R-3 to be submitted with the LAF (Loan Application Form).
23. Memorandum and Articles of Association, By-laws etc. to be submitted by the borrower along with the request.
24. I/We do hereby authorize the bank/DFI to share information about my pledged stock with other banks/DFIs to monitor the position as per SBP Prudential Regulations.

I certify and undertake that the information furnished above is true to the best of my knowledge.

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CHIEF EXECUTIVE'S/BORROWER'S  
SIGNATURE & STAMP

COUNTER SIGNED BY:

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AUTHORISED SIGNATURE & STAMP  
(BANK/ NBFİ OFFICIAL)