



Malankara Mar Thoma Syrian Church
Clergy and Family Welfare Fund
APPLICATION FOR LOAN

(Kindly take the print of both the pages before submitting to the Sabha Office)

To,
The Secretary
Clergy & Family Welfare Fund

1. Name : 2. PF Number
3. Present Address (With PIN Code) :
4. Age : Completed years of service:
5. Phone Number. i. Land line/Mobile :
6. Email :
7. Has got any Foreign Assignments (Yes\No) :
a) Place & Year :
b) Monthly total emoluments in Rs. : c) Amount remitted in Office:
8. Whether any previous loans availed from this Fund
[If Yes, mention the Purpose of the Loan and specify whether the Loan has been repaid completely] :
9. Purpose* of the New Loan
[For Loans for the Construction\Extension\Renovation of House or Purchase of a House Plot, please fill the additional information overleaf]
10. Amount of Loan Required :
11. If Loan is for the Education of self, mention the course and its period :

Declaration

I Promise to repay Rs..... (Rupees.....) as the loan repayment instalment amount with administrative expenses as per the Rule on theof every month for a period ofmonths by Cash/ Cheque/ Online Transfer. If there is any failure in the repayment of loan for five instalments consecutively, I authorise the administrator of the Clergy and Family Welfare Fund to recover the arrears with penal interest (if applicable) in full directly from my Salary/ Provident Fund/ Pension with the Permission of the Mar Thoma Metropolitan. I further agree that the loan amount outstanding along with the administrative expenses at the time of my superannuation shall be recovered from my Provident Fund with the permission of Mar Thoma Metropolitan. If there is further loan outstanding after recovering from my PF, such amount shall be recovered from my monthly pension.

Place:
Date:

Signature:
Name:

Endorsement of Diocesan Episcopa

I do endorse / not endorse the above application

Seal

* See overleaf for Loan details
For Submitting to the Sabha Office, kindly print both pages

Name & Signature of the Diocesan Episcopa
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Additional Information for Loan

[For Purchasing of House Plot/ House construction/ Extension/ Renovation]

1. Whether the loan is for Purchasing a House Plot :
2. Do you have any other Land/ House:
3. Is this loan is for a New House or for the Extension/ Repairing of the Existing House
4. If this loan for Purchasing a House Plot
 - a. Location of the Plot:
 - b. Area of Land :
 - c. Total Cost:
 - d. Date of Purchase :
5. If this loan for Constructing \Extension\ Repairs of a House:
 - a. Total Estimate
 - b. Location :
 - c. Period of Construction

For Office Use

Sanctioned ₹..... (Rupees) to be repaid in Instalments of Rupees..... each.

Sanctioning Authority

Paid Rupees in Cash/Cheque dateddrawn on

Accounts Department

* LOAN Details

Purpose of the Loan	Maximum Loan Amount Granted in ₹	Period in months	Instalment Amount in ₹ per month
Medical Expense	1,00,000	50	2125
Purchase of a Computer	25,000	25	1045
Purchase of Two Wheeler	50,000	50	1077
Education of Self\Wife	1,50,000	60	2725
Education of Children for Professional courses	2,00,000	80	2786
Marriage of Daughters\ dependent Sisters			
House Repair\Extension\ Renovation			
Purchase of Four Wheeler	2,50,000	50	5313
Purchase of House Plot	3,00,000	60	5225
Purchase of a House\For House Construction	4,00,000	80	5500

- NOTE: If the loan is for purchase of a Vehicle, a copy of the RC Book and for a Computer, copy of the Official Receipt should be submitted. If the loan is for the education of children, a certificate from the college\ Institution regarding the course should be submitted along with the utilization certificate.
Those who fail to repay five or more consecutive instalments, 3% additional interest will be charged.
Generally the loan **for house Construction** will be sanctioned for clergy who had completed **20 years of service** in Ministry