



ཀྲུལ་ཡོངས་དགོངས་ལཱ་ལྷན་ཁྲུང་ཕོགས་དང་འཚོ་རྟོག་མ་དངུལ་།།

NATIONAL PENSION AND PROVIDENT FUND HOUSING LOAN APPLICATION FORM

Documents to be attached with application

- | | |
|---|--------------------------|
| 1. Application Form | <input type="checkbox"/> |
| 2. One passport size photograph of the applicant | <input type="checkbox"/> |
| 3. New Citizenship Identity card Copy | <input type="checkbox"/> |
| 4. One year in service | <input type="checkbox"/> |
| 5. Original Ownership Certificate of Land and building | <input type="checkbox"/> |
| 6. Recent photographs of the building for repairs, renovation and extension/photographs of plinth level construction for new construction | <input type="checkbox"/> |
| 7. Insurance certificate of the existing building | <input type="checkbox"/> |
| 8. Approved drawings and Plans | <input type="checkbox"/> |
| 9.. Estimated of the upcoming building for new construction only | <input type="checkbox"/> |
| 10. Approval from respective Authorities | <input type="checkbox"/> |
| 11. Departmental Undertaking letter from the Agency | <input type="checkbox"/> |
| 12. Loan statement from other Financial Institutions for those clients who wishes to transfer housing loan to NPPF | <input type="checkbox"/> |
| 13. Letter of Guarantee, Marriage Certificate, one passport size photograph and New I.D. Card Copy of the spouse, if the property is registered in the name of spouse. | <input type="checkbox"/> |
| 14. Letter of Guarantee, one passport size photograph and New Citizenship Identity Card copy of the property owner, if the property is owned jointly or registered in the name of close relative. | <input type="checkbox"/> |

PABX : 324140 / 325758 / 325638 / 325512 / 334788 (PF) / 334787 (CREDIT) / 323233 /328179 (RE)

FAX : 324306 / 334790 / 337179/ 334786, P.O. Box No. 1046, THIMPHU

WEBSITE : <http://www.nppf.org.bt>, E-mail: npb@druknet.bt

HOTLINE No- 139 SMS SIM No. 1101 or 17117371



ཀྲུལ་ཡོངས་དགོངས་ཁྲིའི་ཟུར་ཕོགས་དང་འཚོ་རྟེན་མ་དངུལ་།།

NATIONAL PENSION AND PROVIDENT FUND
LOAN APPLICATION FORM

FORM:LF1

Official use only
Application No. Application Date...../...../.....

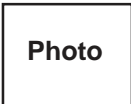
PART I

A. Loan Application Information

- 1. Category: [] Civilian [] Armed Forces [] Others specify.....
- 2. Loan Type: [] Housing Loan
(i) Amount of Loan requested Nu.
(ii) Term requiredyears
- 3. Collateral Security [] PF Balance [] Immovable property

B. Borrower Information

Name : NPPFP No. :



Sex [] Male [] Female

Father's name:

Date of Birth [][][]

Married: [] Yes [] No Name of Spouse:.....

Permanent Address

Village:..... Dzongkhag:.....

Gewog:..... House No:

Thram No:.....

C. Employment Information

Citizenship ID No. [] Date of Joining Service: [][][]

Employee ID No. [] Date of Retirement [][][]

Position/Title:

Name & Address of the Employer:

Telephone Nos: Home: Office:.....

E-mail Address: Mobile No.:.....

Fax No :

Housing loan (Part II)

1. Purpose of Loan

Purchase
 Construction
 Repairs
 Transfer

2. Proposed means of financing

Own financing Nu.%..... Borrowing Nu.....%.....

Total.....

3. Source of repayment

Repayment Proposed:

a) House Rent Nu. b) Salary Nu.....

Estimated income from the building (if any) Nu.

4. Details of Securities

a) Details of Plot where the building is proposed to be constructed/purchased/repaired:

Plot No./Thram No	Size	Location	Title and Ownership Certificate of the Land
1)			

Additional securities:

Plot No./ Thram No	Size	Location	Title and Ownership Certificate of the Land
1)			
2)			

b. Details of Building (if applied for Purchase/Construction)

Reinforced concrete Building
 Load bearing Building
 Traditional Building
 Ekra Building

A. Plinth area..... B. Total Covered area.....

C. Commencement date of construction..... D. Completion date.....

CONSENT CLAUSE

The parties hereunto in their respective capacities as hereinabove mentioned do hereby declare that all the information furnished herewith is correct to the best of my/our knowledge and ability and do hereby consent to disclose and share all or such information required by the **National Pension & Provident Fund** to do such acts, deeds or things that are deemed necessary to facilitate credit information bureau to ascertain accuracy/correctness of information. The parties hereunto mentioned do hereby give consent to use my/our demographic and credit information by the credit information bureau and other reporting entities.

Legal stamp

Name of Applicant:.....
 Address :.....
 Date :.....



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NATIONAL PENSION AND PROVIDENT FUND

Date: -/...../.....

Departmental Undertaking

To,
 National Pension & Provident Fund
 Thimphu.
 Mr./Mrs./Miss.....a regular employee
 ofhas applied for a Members Housing
 Loan Nu.....(Ngultrums.....)
 from the Pension Fund for the Purpose of

If the loan is sanctioned, we hereby undertake to deduct the monthly installment from his/her salary and remit it to the Fund until the loan is fully liquidated.

In the event of the employee being suspended or resigning/absconding or being terminated from the service, we hereby undertake to recover the loan outstanding from his/her accumulated service benefits including Gratuity. In case of transfer of the employee, we shall inform the concerned department to deduct the monthly installment and remit it to the Fund without fail.

His/her employment information and salary structure: - (to be filled by Accounts Division)

Designation		NPPF A/c. No	
Grade		Joining Date :	
EARNINGS: Basic pay		Allowances.....	Gross Pay.....
DEDUCTIONS:			
P/F.....	Salary Tax.....	Health Tax.....	
House Rent	GIS.....	Vehicle Loan.....	
Housing Loan.....	Personal Loan.....	Advance.....	
Others.....			
Total Deductions.....		Net Payable.....	
Seal			
Accounts Officer	Name.....	Signature.....	

Legal Stamp

Signature of Head of Department

OFFICIAL SEAL

Name.....
 Address.....