



LOAN CLUSTER

Your path to business capitalization in India.
101 & 102, Gulmohar apartment, East street road, Camp, Pune - 01.
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LIST OF DOCUMENTS FOR PROJECT LOAN

I. EXPANSION OF EXISTING PROJECT

BUSINESS DOCUMENTS

i. KYC DOCUMENTS

Proprietorship	Partnership	Private Limited	Limited Liability
Shopact GST certificate Business address proof	Pan card Shopact Partnership deed MSME certificate GST certificate Business address proof	Pan card Shopact Certificate of incorporation Memorandum of association Article of association MSME certificate GST certificate Business address proof	Pan card Shopact Certificate of incorporation LLP deed MSME certificate GST certificate Business address proof

ii. GSTR 3B

- a. Last 6 months GSTR 3B returns of business.

iii. FINANCIAL STATEMENTS

- a. Last 3 years income tax returns – acknowledgement, computation, balance sheet, profit loss statement with schedules, audit report.

iv. BANK STATEMENTS

- a. Last 1 year till date banking of all existing bank accounts.

v. EXISTING LOAN DETAILS

- a. Sanction letter and last 1 year loan statement of all existing loans.

vi. QUOTATIONS

- a. Quotation of machinery, shed, fixed asset all other required items.

PROPERTY DOCUMENTS

- a. Index 2, sale agreement, sanction plan, completion certificate.



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II. STARTING A NEW PROJECT

BUSINESS DOCUMENTS

i. KYC DOCUMENTS

Proprietorship	Partnership	Private Limited	Limited Liability
Shopact GST certificate Business address proof	Pan card Shopact Partnership deed MSME certificate GST certificate Business address proof	Pan card Shopact Certificate of incorporation Memorandum of association Article of association MSME certificate GST certificate Business address proof	Pan card Shopact Certificate of incorporation Memorandum of association Article of association MSME certificate GST certificate Business address proof

ii. QUOTATIONS

- a. Quotation of machinery, shed, fixed asset all other required items.

DIRECTOR / PARTNERS DOCUMENTS

i. KYC DOCUMENTS

- a. Pan card, shop act, electricity / gas / telephone bill.

ii. FINANCIAL STATEMENTS

- a. Last 3 years income tax returns – acknowledgement, computation, balance sheet, profit loss statement with schedules.

iii. BANK STATEMENTS

- a. Last 1 year till date banking of all existing bank accounts.

iv. EXISTING LOAN DETAILS

- a. Sanction letter and last 1 year loan statement of all existing loans.

PROPERTY DOCUMENTS

- a. Index 2, sale agreement, sanction plan, completion certificate.