

Balance Transfer of Professional Loan Documents

To qualify for a Balance Transfer of Professional Loan, most of the lending institutions in India require you to be:

Documents	Salaried	Self Employed Proprietorship Firm	Self Employed Partnership Firm	Self Employed Pvt Ltd / Ltd
Application Form With Photograph Duly Signed	✓	✓	✓	✓
Clear Pancard Copy, (Applicant & Co-Applicant)	✓	✓	✓	✓
Latest Residence proof (Applicant & Co-Applicant)	✓	✓	✓	✓
Latest Office Proof (Applicant & Co-Applicant)	✗	✓	✓	✓
Last 3 Months Salary-Slips	✓	✗	✗	✗
Last 12 Months Bank Statements	✓	✓	✓	✓
Form 16 / Income Tax Returns Of Last 3 Yrs	✓	✗	✗	✗
All Loan Sanction Letter If Any	✓	✓	✓	✓
Latest Foreclosure Letter from Bank / Institution	✓	✓	✓	✓
Business Profile	✗	✓	✓	✓
Degree Certificate	✓	✓	✓	✓
Practice Certificate	✗	✓	✓	✓
Proof Of Business Existence (Gumasta License , Sales Tax Certificate , Form 26AS ,)	✗	✓	✓	✓
Last 3 Years Income Tax Returns With Computation Of Income	✗	✓	✓	✓
Last 3 Years CA Certified / Audited Balance Sheet And Profit & Loss Account	✗	✓	✓	✓
MOA /AOA	✗	✗	✗	✓
Partnership Deed	✗	✗	✓	✗
Company Pancard Clear Copy	✗	✗	✓	✓
Shareholding Pattern On Letterhead	✗	✗	✗	✓
Sundry Debtor & Creditor List Last 1year	✗	✓	✓	✓

B/2, Ground Floor, Raghu Leela Complex, 150 feet Road,
Nr. Hidden cafe, Bhayander (W), Thane, Maharashtra



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