

# Balance Transfer of Home Loan Documents

To qualify for a Balance Transfer of Home 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	✓	✓	✓	✓
Processing Fee Cheque	✓	✓	✓	✓
GST Certificate & GST 3b Copy Last 1yrs	✗	✓	✓	✓
Form 16 / Income Tax Returns Of Last 3 Yrs	✓	✗	✗	✗
All Loan Sanction Letter If Any	✓	✓	✓	✓
Business Profile	✗	✓	✓	✓
Proof Of Business Existence ( Gumasta License , Sales Tax Certificate , Form 26AS , )	✗	✓	✓	✓
Last 3 Years ITR with 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	✗	✓	✓	✓
Property Papers ( Chain Of Agreement, OC, CC, BMC Approved Plan & Share Certificate Front and back copy,Society NOC) / Draft Agreement, Cost Sheets.	✓	✓	✓	✓

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



8828824141 / 4242



support@cfplindia.com



www.cfplindia.com