

VENDOR / DEALER VERIFICATION REPORT

Name of Vendor / Dealer							
Registered Address							
City		STATE			PIN CODE		
CONTACT NO.S	LANDLINE I		LANDLINE II				
	FAX NO.		EMAIL ID				
Operating / Correspondence Address							
City		STATE			PIN CODE		
CONTACT NO.S	LANDLINE I		LANDLINE II				
	FAX NO.		EMAIL ID				
Constitution - Limited / Pvt. Ltd / Partnership / Proprietorship / Others			PAN NUMBER				
Model of Business			Type	Manufacturing/trading/services/Others			
Products							
Area of Operations							
Total No. of yrs. In Business			No. of yrs. In Current Business				
Registration Details	Type I		REGN. NO.				
	Type II		REGN. NO.				
Bankers							
Remarks							

Business Premises Status

Address							
Ownership status	Owned / Rented		Locality	Old Market / Commercial / Complex / Mall / Residential			
Construction	Permanent / temprorary / Pukka / Semipukka		Exterior	Good / Average / Not Satisfactory	Interior	Good / Average / Not Satisfactory	
No. of years - Since			Accessibility	Easy / Difficult / Entry restricted		Landmark	
Total Area of Premises	___ SQ FT	Showroom/ Display	___ SQ FT	Godown / Storage	___ SQ FT	Admistration office	___ SQ FT
Infrastructure Details	1.Furniture				6.Cabins		
	2.Telephones				7.Cubicles		
	3.Fax				8. Manpower		
	4.Telex				9. Ac		
	5.Computers & Internet				10. Others		
Remarks							
Loan Records - Credit History of Business / Key Person							

Of Business / Key Person (Tentative)	

Work Experience / Other Business Details (Sister Concerns)

I Name			
Nature of business			
Key Person Name			
Period (Since)		Current Status	Running / Winded Up
Remarks			

II Name			
Nature of business			
Key Person Name			
Period (Since)		Current Status	Running / Winded Up
Remarks			

III Name			
Nature of business			
Key Person Name			
Period (Since)		Current Status	Running / Winded Up
Remarks			

Trade Reference Check I

Name of Person :								
Name of Organisation & Contact No.				Contact No./Address				
Type of Business :								
Feed back given :	(Profile, Credibility, goodwill, Negative History, Police complaints, Market Defaulter) :							

Trade Reference Check II

Name of Person :								
Name of Organisation & Contact No.				Contact No./Address				
Type of Business :								
Feed back given :	(Profile, Credibility, goodwill, Negative History, Police complaints, Market Defaulter) :							

Residence Status / Other Information (Key Person) :

Address									
						PIN No.			
CONTACT NO.S									
Owned by Parents	Self Owned	Co. Accom / Rented	Paying Guest	Lodge	Owned by Relative	Owned by Friend			
Type of Residence :									
Independent House	Flat	Hutment	Slum	Chawl	Small Unit with in House	Single Room Unit			
Locality of Residence :									
Upper Middle Class	Middle Class	Lower Middle Class	Slum	Village Area	Commercial Area				
Asset Owned :									
2 W Make:	Reg No :		4 W Make :	Reg No :					

Details of Family Members:

Name of Family Member	Relationship	Occupation
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Residence Neighbourhood Check :

Name Neighbours :			
Flat No / Block No / Shope No			
Applicant's Stays Here :	Yes / No	Stability (yrs.) Since	
Ownership Status :	Owned	Rented	Parental
	Co-Provided	PG Accomodation	Others
Feed back Details:			

Mandatory Documents Check

<u>Documents Check</u>	<u>Feedback</u>
Applicant Photographs	
ID Proof	
Residential Proof	
Bank Statement (if provided)	
ITR,S / Financials (If provided)	
Registration Check	
Business Vintage Proof	

De Dup (Data Base) Check: Match Found	Yes	No
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Remarks :	