**DOCUMENTS REQUIRED FOR PROJECT FUNDING
(Please read this entire document, very carefully, if required thrice, for going ahead)**

|  |  |  |
| --- | --- | --- |
| **Documents required at first stage. (State YES / NO)** | **Are You ready?** | **Our comments** |
| 1. **Project Executive Summary: Minimum 2 & Maximum 4 Pages, plus :The 5th page of Ex. summary should have list of all docs stated below; with you in e-mail-able form in 24 hours when asked by us / lender.**
 |  | **If not ready presently, send your project details when ready, preferably get doc this and all other documents made with professional CPA/CA etc.** |
| **Once our underwriter team goes through your project summary and finds it worth taking up, we shall inform and the next steps will be 2nd, 3rd and 4th point stated below:** |
| 1. **NDCand NC Agreement to be signed with us, with You and / or / End Client**
 |  | **If NO, please do not proceed further** |
| 1. **Services Fee Protection Agreement to be signed by You and / or / End Client**
 |  | **If No, please do not proceed further** |
| 1. **Requested Fund Application on your company letter head to us WITH BOARD OF DIRECTORS /OWNERS RESOLUTION COPY**
 |  | **If not ready presently state date here:** |

**Second stage documents, in case we confirm our
involvement taking up your project for fund arrangement**

**(Note: If client wishes, our affiliated CPAs etc can help them prepare below documents as well)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Documents that would be required, (write YES or NO and dates)(VITAL INFORMATION FOR INVESTOR TO PLEASE MENTION IN DETAIL WITH CLARITY)** | **Yes it is Ready** | **Not Ready** | **If Not by when?** |
| 1. **Market Demand & Supply Report & Analysis**
 |  |  |  |
| 1. **Promoter Experience & Resume**
 |  |  |  |
| 1. **SWOT Analysis Report**
 |  |  |  |
| 1. **Certificate of Business Registration**
 |  |  |  |
| 1. **Copy of Passport of Project Promoter/ Owners**
 |  |  |  |
| 1. **Revenue Assumption /Projected Income Statement**
 |  |  |  |
| 1. **Projected Cash Flow & Profit n Loss Statement**
 |  |  |  |
| 1. **Last 3 years Balance Sheet and P& L Account**
 |  |  |  |
| 1. **Projected Balance Sheet**
 |  |  |  |
| 1. **Return on Investment Statement**
 |  |  |  |
| 1. **PFS Statement of major promoter**
 |  |  |  |
| 1. **Equity Statement:**
 |  |  |  |
|  **[A] Your own hard cash equity and / or sweat equity already invested & in which form** |  |  |  |
|  **[b] Other investment expected & in which form: cash/ land/ building/others** |  |  |  |
|  **[c] Your available equity as of now (in any form) to be injected in project.**  |  |  |  |

**PL. SENT WHICHEVER IS APPLICABLE TO YOUR PROJECT & AVAILABLE,
AS OF NOW, ONCE STEP DOCUMENTS ARE COMPLETE**

|  |  |  |  |
| --- | --- | --- | --- |
| **If you have the below Documents that would be required, in 2nd stage, we suggest, you send now, also.** | **Yes it is Ready** | **Not Ready** | **If Not by when?** |
| 1. Copy of Appraisal or/ and legal documentation of land/ building – only
 |  |  |  |
| 1. Copies of Permits applied for and/or secured
 |  |  |  |
| 1. Feasibility Report, Environmental Study, Geological Report
 |  |  |  |
| 1. Copy of Purchase Agreement (if purchase of land/building applies)
 |  |  |  |
| 1. Copies of any contracts that evidence revenues
 |  |  |  |
| 1. Information of Construction Firm, Project Plan of Construction budget breakdown.
 |  |  |  |
| 1. Pictures of property to be purchased if existing (inside and outside)
 |  |  |  |
| 1. Copy of Insurance Binder (Insurance policy with all conditions and riders)
 |  |  |  |
| 1. Tax Paid Receipts, Land registration, valuation, clear title certificate etc.
 |  |  |  |
| 1. Technical Information: Product Info, Maps, Designs, Quotations – whichever is applicable.
 |  |  |  |
| 1. Feasibility Report
 |  |  |  |
| 1. PPA Agreement with Power Company
 |  |  |  |

**ALSO BE PREPARED FOR:**

* **When lender/ investor/ bank asks additional document other than above, it should be furnished in time.**
* **Due diligence applicable fees & procedures to follow from lender/ investor/ bank (or be prepared to get due-dilligence done by independent Top 4 Audit & Due-Dilligence firms of the world at your own cost, i.e. from Delloite and Touché / KPMG/ Ernst and Young/Price Waterhouse, whichever is selected by Lender / Bank and you pre-pay to Project Analysts)**
* **Conference or direct call with lender/ investor/ bank, as and when required, in 12 – 24 hours with decision makers, CFO and Project Strategy Officer of your company.**
* **Required Follow up work with your / our associate OR lender/ investor/ bank/ their associate**
* **We may approach more than one investor and communicate with them, hence readiness for above points.
If prepared please signed and stamp this document and scan-send to us.**

**PL. SENT ALL THE DOCUMENTS IN PDF FORMAT IN ENGLISH ONLY; MAKE YOUR PRESENTATIONSVERY VERY EFFECTIVE & APPEALING TO FUND.
ALSO NOTE: If you are discussing with us for EXIM Bank, USA, Loan guarantee, please be ready to send the pre-approval application fee of $100 in name of Exim Bank and our minor service charges to get you a pre-approval letter in 10 working days (if we decide your project is worth moving ahead)**

**Our Disclaimer: Neither commitments nor any prior/ post information are required nor provided further by either party at this stage. This are suggested points and topics. You may change according to your requirement as you deem fit. By submitting this, you are only providing us project information & we do not give any commitment nor any decision based on information & topics provided here & cannot held responsible to us for omission, error which may contain in your report directly or indirectly. This is just a suggested format.**

**Sign and Stamp here with Date** **🡪 Name of Authorized Signatory (with Cell Phone # country code )**

**Authorized Signatory x**

**Name : Full Signature Date**

**Company Stamp**