

The Hony Secretary,
Oil Refinery Co-operative Thrift
& Credit Society Limited.
Scope Complex, Core-2,
7, Institutional Area, Lodhi Road,
NEW DELHI-110003

PAN NO.

CHQ. AMT.

CHQ. NO. & DATE

Dear Sir,

I hereby apply for admission as a membership of the Oil Refinery Co-operative Thrift & Credit Society Ltd., New Delhi

I have carefully read the Bye-laws and Rules of the society and I hereby agree to abide by them.

I request that please allot me shares of Rs. 10/- each and agree to accept the same or any less number that allot me.

I am not a member of any **Co-operative Thrift & Credit Society.**

I also beg to Nominate and do hereby nominate, my(relation).....

Name.....Address.....

Age.....Years to whom the value of the shares and the profit which may accrue thereon should be paid in the event of my death or permanent insanity.

I promise to deposit Rs. 300/- per month as Compulsory Saving Deposits.

I also certify that I am a regular confirmed employee of the INDIAN OIL CORPORATION LIMITED.

Yours faithfully

Name.....

Signature of Full.....

Provident Fund No.....

Provident Fund No..... Designation

Father's Name Applicant's Age.....

Office / Deptt

Present Address

Permanent Address.....

AUTHORISATION SLIP

I hereby authorise INDIAN OIL CORPORATION LTD. to deduct the under noted amount from salary bill every month and pay the same to the Hony. Secretary, Oil Refinery Cooperative Thrift & Credit Society Ltd., New Delhi.

Re. 1/-

Admission Fee

Rs.)

Share Value (Deducted only in.....Month)

Rs.)

Compulsory Deposit month w.e.f.

Rs.)

Optional Deposit month w.e.f.

Signature

Name

Designation.....

Dated.....

Emp. No.....

Cheque No. _____ Dated _____ for Rs. _____

Sanctioned Rs. _____ on _____ Repayable in _____ instalments

APPLICATION FOR LOAN

The Secretary
Oil Refinery Co-operative Thrift & Credit Society Ltd.
Scope Complex, Core-2,
7, Institution Area, Lodhi Road,
New Delhi - 110 003.

Dear Sir,

I hereby apply for an Ordinary/Special/loan of Rs.....(Rupees.....
only subject to the bye-laws of the Society to be repaid in.....
 equal instalment commencing from.....200..... I also request you to deduct the balance of
 the current loan (if any) from the sanctioned amount of this loan.

Yours faithfully,

Name _____

Signature in full.....

Date...../...../200

Provident Fund No. _____

PARTICULARS ABOUT APPLICANT

- | | | |
|-----|--|---|
| 1. | Name in Block Capital Letters | |
| 2. | Office or Dept. in which employed | |
| 3. | Age | |
| 4. | Residential Address | |
| 5. | Present Liability to the Society, if any | |
| 6. | Paid up Value of the shares in the Society | |
| 7. | Amount of thrift deposit in the Society | |
| 8. | Length of Service | |
| 9. | Monthly Basic Pay | |
| 10. | Purpose for which the loan is required | |
| 11. | Outside Debt, which I owe this day is | <div>Secured</div> <div>Unsecured</div> |

In the event of above loan being granted we prepared to be sureties for it and to be jointly and severally liable

(1) For its repayment with interest and cost incurred in collection and, (2) For its use in accordance with the purpose mentioned by the applicant.

SURETY I

1. Name in Block Letters
2. Office and Dept. in which employed
3. Age
4. Residential Address
5. Present Liability to the Society, if any
6. Paid up Value of the shares in the Society
7. Amount of thrift deposit with the Society
8. Provident Fund No.
9. Length of Service
10. Monthly Basic Salary
11. Signature in Full
12. Date

SURETY II

Received loan application from Shri.....on.....and his
application is at Serial No.....

Oil Refinery Co-operative Thrift and Credit Society Limited

Scope Complex Core-2, 7 Institutional Area, Lodhi Road,
NEW DELHI-110003

P.F. No.

BOND

I.....D/o W/o S/o Shri.....
a member of the above named Society have this.....day of.....200
of Rs.(Rupees.....
(bearing interest at.....p.a. of such a rate as may be fixed from time to time here after
on the Society which I hereby undertake to repay in full in.....monthly instalments with
interest due thereon in the manner decided by the Managing Committee of the Society commencing from the month
of.....200 each instalment being payable on or before the end of each month.

If I fail to pay interest or any instalment of the principal loan on due date the whole loan shall become
immediately payable with interest.

I have furnished Two sureties in respect of this loan and agree to furnish fresh sureties in addition to or in
place of those furnished overleaf, should the Managing Committee of Society required me to do so.

I further agree that the loan will be extended towithin one month from this date.
It is not so utilised for the above mentioned specific purpose. I undertake to repay in full the loan with interest
together with such additional interest as may be levied in accordance with the bylaws of the Society.

Under the provision of Section 24-A of the Bombay Co-operative societies Act VII of 1926 as rendered to the
State of Delhi. I authorise the Finance Department Indian Oil Corporation Limited. (Refineries & Pipelines Division)
New Delhi (my employer) to deduct from my salary or other money payable to me such amounts on accounts of
instalments due on this loan and interest there on as may be furnished to him by the Secretary of the said Society
from time to time and pay the same direct to the said Society in satisfaction of this loan. I further undertake in the
consideration of the loan that I will not revoke such authority to the disbursing officer so long as any sort of the loan
and interest remains unpaid in the event of my death, retirement, discharge or dismissal from the Corporation. I
further authorise the Finance Department Indian Oil Corporation Limited (R & P Division) New Delhi to deduct from
the net amount payable to me on the Establishment pay Bill or from any other amount due to me from the Corpora-
tion, the whole of part or any amount the remaining due from in respect of the said loan and to pay the amount so
deducted to the said Society.

Under the conditions stated above. I execute this bond having duly received the full or
Rs.....as detailed below :

Loan sanctionedRs.

Less share money ifRs.

Less previous LoanRs.

Net amount paidRs.

By Cash/Cheque No./DD

Date

NEW DELHI

(Signature of Borrower)

Recived Cheque No.Dated.....for Rs.....(Contd. 2)

Signature of Borrower

DECLARATION OF SURETIES

We.....
hereby undertake to be jointly and severally liable to the above mentioned society for the due repayment of this loan with interest in accordance with the conditions overleaf and bye laws of the Society, and we hereby agree that our liability as sureties under this agreement shall not be impaired or discharge by reason of any time or other indulgence granted by the Society to the said Shri.....
or by agreement entered into or composition accepted by the Society modifying by operation of law otherwise their rights and remedies under the above agreement.

SURETIES

1.
(Signature)

2.
(Signature)

(Name in full)

(Name in full)

Provident Fund No.....

Provident Fund No.....

WITNESSES

The amount has been paid in our presence.

1.
(Signature)

2.
(Signature)

(Name in full)

(Name in full)

Designation

Designation

E. No.

E. No.

APPLICATION FOR LOAN

The Secretary,
Oil Refinery Co-op. Thrift,
& Credit Society Limited,
Scope Complex, Core-2
7, Institutional Area, Loadi Road,
New Delhi-110003

Dear Sir,

I hereby apply for an emergent loan of Rs.
(Rupees.....) subject to the by-laws of the Society, to be repaid in
(.....) equal monthly instalment w.e.f..... with
interest..... per annum.

Name

Signature in full

Date

Provident Fund No.....

PARTICULARS ABOUT APPLICANT

1. Name in block letters
2. Residential address
3. Office or Department.....
4. Purpose for which the loan is required.....
5. Monthly basic salary.....
6. Paid up value of shares in society.....

Please pay Rs. only.

Secretary

I S/o Shri.....
a member of the above named Society have this day of
199..... received Subject to the bye-laws of the Society
a short term loan of Rs. (Rupees.....) being interest
@.....P.A. of at such a rate as may be fixed from time to time hereafter by the
Society which I hereby undertaken to repay in twelve monthly instalments.

If I Fail to pay interest or any instalment of the Principal loan on date the whole loan shall
become immediately payable with interest.

I also authorise the Finance Department, **Indian Oil Corporation Ltd. (R & P)** New
Delhi (My employer) to deduct from my Salary or other money payable to me from **Indian Oil
Corp. Ltd.**

New Delhi

Signature of Borrower

Date

Paid Rs. only in Cash / Cheque No.dt.

Treasurer

Received Rs. only in Cash / Cheque No.dt.

Signature of Borrower