



Documents Required for Business Loan

Sending us your documents is simple!

1. Financials (audited, if applicable)*
2. ITR*
3. Bank Account Statements*
4. Individual KYC*
5. Business KYC*
6. GST Returns (optional)

Please email documentation to info@bizzserver.net

Sole Proprietors & Partnership Firms		MCA Registered Companies	
Audited Financials*	❖ Provide scanned copies of your last three years ITR and Financials (audited if applicable)	Audited Financials*	❖ Provide scanned copies of your last three years ITR and Financials (audited if applicable)
Bank Account Statements*	❖ 12 months Current A/c Bank Statement PDF of all Bank Accounts ^ Current Accounts ^ Savings and other Accounts, only if business transactions running through accounts *electronic PDF copy only	Provisional Financials*	❖ Provide a copy of your Provisional Financials and Financial Projections for March next year, if available
Owner KYC*	❖ Business Owner PAN ❖ Business Owner Aadhar ❖ Proof of Address, in at least one of the following forms: ^ Aadhar ^ Passport ^ Utility Bill	Bank Account Statements*	❖ One Year of Current A/c Bank Statement PDF of all Bank Accounts
Business KYC*	❖ Company PAN ❖ Ownership proof of either Business or Residential property ❖ Business continuity proof, by providing at least one of the following: ^ Statutory registration with inception date ^ Partnership Deed	Company KYC*	❖ Company PAN ❖ Company Incorporation Certificate
GST Returns	❖ GST returns from last year April YTD	GST Returns	❖ GST returns from last year April YTD ❖
		Directors KYC*	❖ PAN of all Directors ❖ Proof of Address for each Director (s) in at least one of the following forms: ^ Aadhar ^ Passport ^ Utility Bill
		Shareholders	❖ Current Shareholding Pattern
Other Registration	❖ Shops & Establishment Certificate ❖ MSME Certificate ❖ Any other	Other Registration	❖ Shops & Establishment Certificate ❖ MSME Certificate ❖ Any other
Other Loan Docs	❖ Latest Sanction Letters ❖ Loan Account Statement / Repayment Track Record ❖ Statement of all Current Loan Exposures – Amount Borrowed, Loan Tenure, EMI, Balance Outstanding, etc.,	Other Loan Docs	❖ Latest Sanction Letters ❖ Loan Account Statement / Repayment Track Record ❖ Statement of all Current Loan Exposures – Amount Borrowed, Loan Tenure, EMI, Balance Outstanding, etc.,