

COMPANY DOCUMENTS

(Please tick the documents which you have handed over to Sarvodaya Development Finance)

<input type="checkbox"/>	Fixed Deposit application with KYC
<input type="checkbox"/>	Certified copies of the National Identification Card of Director's
<input type="checkbox"/>	Director's signatures with company rubber stamp
<input type="checkbox"/>	The Company Seal in the application (If the company was registered before 2007)
<input type="checkbox"/>	Board Resolution (Draft Format Attached)
<input type="checkbox"/>	Copy of the Articles of Association certified by the Company Secretary
<input type="checkbox"/>	Certified copy of Form Number 01 (Director's Details)
<input type="checkbox"/>	Certified copy of Certificate of Incorporate (Form 2A / Form 41)
<input type="checkbox"/>	Certified copy of Form 13 from 36 (if the company has changed the registered address)
<input type="checkbox"/>	Certified copy of Form 20 (Changes of details of Directors / Company Secretary)

For office use only

Account Type	<input type="checkbox"/> Fixed Deposit	<input type="checkbox"/> Savings	Client ID	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Marketing Executives by Name	<input type="text"/>										
Client Created by	<input type="text"/>	<input type="text"/>	D	D	M	M	Y	Y	Y	Y	
	Name	Signature									
Account Opened by	<input type="text"/>	<input type="text"/>	D	D	M	M	Y	Y	Y	Y	
	Name	Signature									
Approved by	<input type="text"/>	<input type="text"/>	D	D	M	M	Y	Y	Y	Y	
	Name	Signature									
Confirmed by	<input type="text"/>	<input type="text"/>	D	D	M	M	Y	Y	Y	Y	
	Name	Signature									
FD Certificate Details	<input type="text"/>	<input type="text"/>	<input type="text"/>								
	Name	Signature I	Signature II								

TERMS AND CONDITIONS

1	Unless instructions are given in writing by the deposit holder to Sarvodaya Development Finance to the contrary of instructions given at the time of opening, at least seven days before the end of the term of the deposit, Sarvodaya Development Finance shall have the authority which is hereby given to renew the fixed deposit exclusive or inclusive of interest for a further terms and for a successive terms at Sarvodaya Development Finance discretion and subject to such condition (including the rate of interest) as may be prescribed by the Sarvodaya Development Finance from time to time.
2	In the event of withdrawing the deposit before the end of the contract period by the depositor it is understood that the depositor will be paid interest only at a lower rate prescribed by Sarvodaya Development Finance and Sarvodaya Development Finance shall have the right to deduct whatever interest paid in excess, consequent to drawing the interest monthly at the higher rate agreed upon for the full term from the principal amount of the deposit or any balance interest payable at the time of such withdrawal.
3	In the event of deposit made by cheques, the deposit will be activated subject to realization of the cheques.
4	Any changes of address, payee, or loss of fixed deposit certificate should be notified in writing to Sarvodaya Development Finance.
5	The company reserves the right to review the rates of interest in keeping with the market rates.
6	Withdrawal should be notified only in writing to Sarvodaya Development Finance by the holder or holder/s.
7	Payment of interest, a) Interest can be paid monthly or at maturity at the option of the depositors, b) Interest will accrue at simple rates and shall be calculated and paid only at the end of the term on fixed deposits where interest c) Monthly interest payments will be made on the date of deposit on each month.
8	Loans- at the discretion of the Management, the depositors could obtain loans from their deposits. Interest and other charges will be levied on such loans at the rate prevailing at the sole discretion of the Management.
9	In the event any other financial facility being obtained by the depositor, the depositor herein consent to a general and overall lien being created on the deposit.
10	Renewal - If Sarvodaya Development Finance is not notified of any change with regard to the terms of renewal of the deposit or withdrawal of such deposits on or before the maturity date, this deposit will, at the option of Sarvodaya Development Finance be renewed for a similar period at the rates of interest prevailing on such dates.

Date:.....

We hereby certify that the following resolution of the Board of Directors of Limited was passed at a meeting of the Board held on the day of20..... and has been duly recorded in the minute book of the said company.

Resolved : "that a Savings / Fixed deposit Account for Limited, be opened with Sarvodaya Development Finance Limited at their..... Branch and that Sarvodaya Development Finance Limited be and is hereby empowered to honor instructions given on behalf of the Company by

.....
(INSERT OPERATING INSTRUCTIONS)

.....
and to act any instructions received from the persons so authorized with regard to the Savings/ Fixed deposit accounts or transactions of the Company."

"and that all changes that take place from time to time in authorized signatories be advised promptly to SDF under the hands of the Chairman and Secretary for the time being"

"and that the prescribed mandate from of the Sarvodaya Development Finance Limited be completed and delivered to the Branch of Sarvodaya Development Finance Limited."

.....Chairman

.....Secretary

Company Seal