



Indian Overseas Bank

LIST OF DOCUMENTS FOR SALARIED

Applicant	Co-Applicant (Non-Income)
1) Passport Size Photo-4	1) Photo
2) Pancard	2) Pancard
3) Adharcard	3) Adharcard
4) Current Residence Proof	4) Relationship Proof
5) Job Offer Letter	
6) Form No.16 of Last 2 Years (Part A & Part B)	
7) Payslip - Last 3 months	
8) Salary Account Statement- Last 6 Months	
Address Proof (Any One)- MSEB Bill / Rent Agreement/ Telephone Bill/ Passport/HR Letter/Gas Book	
Note: If current employment is less than 2 years then kindly provide the last company relieving Letter and Current Company Offer Letter.	

CHARGES DETAILS :

• HLI Stamp Paper	1100	• Stamp Duty 0.3% of Loan Amount	
• Title Search	3750	• Cersai	590
• Valuation Fees	2950	• CIBIL	118
• Notice of Intimation	17200	• Due diligence Verification Charges	2500



Indian Overseas Bank

LIST OF DOCUMENTS FOR SENP

Applicant	Co-Applicant (Non-Income)
1) Passport Size Photo-4	1) Photo
2) Pancard	2) Pancard
3) Adharcard	3) Adharcard
4) Current Address Proof	4) Relationship Proof
5) Shop Act and Udyam Adhar	
6) GST Certificate (GST Returns of last 1 year -GSTR1 and 3B)-If Applicable	
7) ITR Complete Set of Last 3 Years	
8) Account Statement of All accounts(1 Year Updated)	
Address Proof (Any One)- MSEB Bill / Rent Agreement/ Telephone Bill/ Passport/Gas Book	

CHARGES DETAILS :

• HLI Stamp Paper	1100	• Stamp Duty 0.3% of Loan Amount	
• Title Search	3750	• Cersai	590
• Valuation Fees	2950	• CIBIL	118
• Notice of Intimation	17200	• Due diligence Verification Charges	2500



Indian Overseas Bank

LIST OF DOCUMENTS FOR SEP

Applicant	Co-Applicant (Non-Income)
1) Passport Size Photo-2	1) Photo
2) Pancard	2) Pancard
3) Adharcard	3) Adharcard
4) Current Address Proof	4) Relationship Proof
5) Shop Act and Udyam Adhar/ Business Proof	
6) Degree Certificate and Registration Certificate	
7) ITR Complete Set of Last 3 Years	
8) Account Statement of All Accounts(1 Year-Latest)	
Address Proof (Any One)- MSEB Bill / Rent Agreement/ Telephone Bill/ Passport/Gas Book	

CHARGES DETAILS :

• HLI Stamp Paper	1100	• Stamp Duty 0.3% of Loan Amount	
• Title Search	3750	• Cersai	590
• Valuation Fees	2950	• CIBIL	118
• Notice of Intimation	17200	• Due diligence Verification Charges	2500