

EMPANELMENT OF DIRECT RECOVERY AGENCY (DRA)

APPLICATION FORM (to be typed on the entity's Letterhead)

1. Name of the Entity : _____
2. Nature of Constitution : Public Limited Company / Private Limited Company / Partnership Firm / Proprietorship Firm.
3. Business Office Address : _____
4. Telephone Nos. : _____
Mobile Nos. : _____
5. Nature of Business : _____ (Profile to be attached separately)
6. No. of years in the Business : _____
7. No. of Employees on Roll : _____
9. Details of past experience in collection
[Housing Loans, Personal Loans, Credit Cards, Others (specify)]
 - a. Name of the Institution/Bank/Others : _____
 - b. Nature of collection : _____
 - c. Period of such work undertaken : _____
 - d. No. of Cases/Accounts procured : _____
 - e. Quantum of collection (Amt. involved) : _____
 - f. Whether the activity is continuing. : _____
10. No. and nature of defaulters you can to contact in 1 month : _____
11. Estimated collection you expect in 1 year : _____
12. How many persons you intend to allocate for collection : _____
13. Give your brief Business Plan/Strategy for collection of amount due : _____
(attach separate sheet, necessary)
14. Any other information.

Date : _____

Place : _____

Company/Firm/Individuals

Signature of the Authorized Person
along with seal of the

Name _____
Designation _____

Please attach the following documents along with the application form (all copies must be self-attested)

- a. Brief profile of the entity;
- b. Nature of entity (Partners / Proprietor / Company/ Associate of LIC of India)
- c. Copy of Partnership Deed / Memorandum of Association cum AOA / Registration Certificate
- d. KYC details (PAN Cardfor entity as well as individuals / Aadhar Card)
- e. Police verification report/s
- f. Copy of IIBF certificate/s
- g. Copies of Empanelment letters with other Financial Institutions
- h. Copy of GST registration certificate.