



## APPLICATION FORM FOR BARODA SALARY ADVANTAGE SAVINGS ACCOUNT

The Branch Manager,  
Bank of Baroda

\_\_\_\_\_  
\_\_\_\_\_

Dear Sir,

I am having a SB Account No. \_\_\_\_\_ with your branch since \_\_\_\_\_. I hereby request you to sanction me an Overdraft Limit of Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) for meeting my emergent family needs. I shall abide by the terms and conditions stipulated by the Bank in this regard. I submit my brief particulars hereunder:

1. Full Name: \_\_\_\_\_ Father's Name: \_\_\_\_\_  
2. Name and address of the present employer: \_\_\_\_\_  
\_\_\_\_\_

3. Employee Code No \_\_\_\_\_ Designation \_\_\_\_\_  
4. Date of Birth \_\_\_\_\_ Date of Joining \_\_\_\_\_  
5. Nature of Employment: Regular / Temporary / On contract \_\_\_\_\_  
6. Whether the job is transferable :Yes / No \_\_\_\_\_  
7. Gross Emoluments (for month of ..... ) :Rs. \_\_\_\_\_  
Deductions :Rs. \_\_\_\_\_  
Net Emoluments :Rs. \_\_\_\_\_  
8. Present residential address \_\_\_\_\_  
\_\_\_\_\_

Phone No.(R) \_\_\_\_\_ (O) \_\_\_\_\_ MobileNo. \_\_\_\_\_  
e-mail \_\_\_\_\_

9. Permanent Address \_\_\_\_\_  
\_\_\_\_\_

10. Name & Address of the proposed Guarantor: \_\_\_\_\_  
\_\_\_\_\_

11. Details of guarantor's occupation : \_\_\_\_\_  
Phone No. (O) \_\_\_\_\_ (Res.) \_\_\_\_\_ SB A/c No. \_\_\_\_\_

Place: \_\_\_\_\_ (Signature of Applicant)

(The information already available with the branch about applicant shall be filled in by branch itself.)

**CERTIFICATE TO BE ISSUED BY EMPLOYER**

This is to certify that Shri / Mrs. / Ms. \_\_\_\_\_

**is a regular employee of our organization / institution.**

The aforesaid information provided by the applicant is true and correct as per our records.

Place:	Signature (Head of the Dept. / Salary Disbursing Authority)
Date:	Name:
	Designation :
	Official stamp:

**FOR OFFICE USE  
(PROCESSING CUM SANCTION MEMO)**

A/c Mr. \_\_\_\_\_ SB A/c No. \_\_\_\_\_

1. Month from which salary is disbursed through above account: \_\_\_\_\_
2. Amount of Salary for the month of ....., 20.. credited in the account: Rs. \_\_\_\_\_
3. Conduct of SB Account and other Loan accounts, if any: Satisfactory/unsatisfactory/  
\_\_\_\_\_
4. Overdraft Limit: Rs. \_\_\_\_\_
5. Rate of Interest: ----%above BPLR Min. \_\_\_\_\_ p.a. with monthly rest.  
Minimum amount of interest if overdraft is taken during a month: Rs.10/-
6. Personal guarantee of Mr.: \_\_\_\_\_

\_\_\_\_\_  
(name & address of the guarantor)

7. Period : 12 Months.

8. Documents:
- D. P. Note.
  - Stamped undertaking to be signed by the borrower.
  - General Form of Guarantee.

**Recommended**

**Sanctioned**

**Incharge,  
Savings Bank Dept.**

**Chief / Senior / Branch Manager**

Date: \_\_\_\_\_

\_\_\_\_\_

Stamp  
as an Agreement

**DRAFT  
UNDERTAKING**

The Branch Manager  
Bank of Baroda  
\_\_\_\_\_ Branch

Dated:

Dear Sir,

In consideration of your having agreed to my request to open Baroda Salary Advantage Savings Account (with Over Draft facility) in my name, I hereby irrevocably undertake, assure and declare:

1. I have read and understood the rules of the said scheme; I fulfill the eligibility criteria therein specified and I shall abide by the same.
2. I am a Savings Bank Account Holder of your branch bearing Account No. \_\_\_\_\_ for the past \_\_\_\_\_ months/years.
3. I am a confirmed employee of \_\_\_\_\_ which is a (State / Central Government / Public Sector Undertaking / Semi Government Organization, State / Central Government Corporation, Urban Development Authorities / Educational Institutions / University / MNCs / Public Ltd. Company).
4. I hereby agree to pay the documentation and processing charges as may be applicable from time to time together with service tax as applicable.
5. I am working in the aforesaid organisation for the past \_\_\_\_\_ years. My salary account is maintained with your branch for the past \_\_\_\_\_ years, wherein the current minimum take home salary is Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).
6. That with reference to the Demand Promissory Note for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) executed by me in favour of the Bank and handed over to you to be held against the account in the name of \_\_\_\_\_, I hereby place on record the fact that the said Demand Promissory Note is to be treated as Continuing Security for the balance, interest and other charges from time to time due to the Bank and the said Baroda Salary Advantage Savings Account (Over Draft facility) is not to be considered as closed for the purpose of this security and the security is not to be considered exhausted by reason of the said Baroda Salary Advantage Savings Account (Over Draft facility) being brought to credit at any time or from time to time.
7. I confirm that the balance at the debit of my account is repayable on demand. I further agree and confirm that you may without any notice to me, increase the rate of interest specified in the said Demand Promissory Note as and when the Benchmark Prime Lending Rate (BPLR) undergoes any change.
8. I agree that upon availing the said facility I shall bring the account into credit periodically i.e. at least once in every sixty (60) days and route all the transactions through the account only.

9. I further agree and confirm that I shall bear and pay interest at the rate of \_\_\_\_\_ % over Benchmark Prime Lending Rate of the Bank per annum with monthly rests or at such rate or rates as the Bank may specify to me in writing in accordance with the Bank's Benchmark prime lending rate from time to time. However, in case, overdraft is availed by me in any month, I agree to pay a minimum interest of Rs.10/- (Rupees Ten only) per calendar month. In case of credit balance I shall earn interest on credit balance in the account as per savings bank account rules viz. relating to periodicity, rate and system of application of interest, computation of eligible balances, etc.
10. I further place on record the fact that there is no mortgage or lien of any kind whatsoever created on my properties and that I undertake not to create any mortgage or lien of whatsoever kind or nature over the same; nor to sell or alienate any of my immovable properties or assets of capital nature until all the debts due by me to Bank of Baroda are fully paid. I know that it is on the faith, the representations and undertakings contained herein the Bank has agreed to open the said account.
11. I hereby agree as a condition of such Over Draft facility extended to me by you that in case I commit default in the repayment of such Over Draft facility or in the payment of interest thereon or in case of persistent irregularity, you and/or Reserve Bank of India will have an unqualified right to disclose or publish my name as defaulter in such manner and through such medium as you or Reserve Bank of India in your/their absolute discretion may think fit.
12. The said account will be operated by me and the indebtedness caused by such drawings from time to time will be of mine. I shall operate the said account at all times within the overdraft limit of Rs. \_\_\_\_\_ fixed by you w.e.f. \_\_\_\_\_.
13. I further confirm that in the event of the advance remaining outstanding for a longer period than 60 days at a time, I shall adjust the said overdraft account immediately with interest, additional interest and penal interest if any, fixed by you from time to time.
14. I further confirm that this facility allowed to me as per my request is in your absolute discretion and may be discontinued by you at any time without any previous intimation to me.
15. I understand that it is on the faith of this irrevocable undertaking that you have agreed to grant the facility as aforesaid.

Yours faithfully

(Signature)

Name :  
A/c. No :  
Address: