



# BHAI MATI DASS COOPERATIVE URBAN THRIFT & CREDIT SOCIETY LTD

1054, Ward No-8, Near Aggarwal Dharamshala,  
Mehrauli, New Delhi-110030

## NOTICE

Notice is hereby given to all members that the Annual General Body Meeting of Bhai Mati Dass Co-operative Urban Thrift & Credit Society Limited will be held on **23rd October 2011, (SUNDAY) at 11.00 a.m. at VANITA SAMAJ - 13, Institutional Area, Near Sai Baba Temple, Lodhi Road, New Delhi-110003**. In case the quorum is not present till 11.30 a.m. the meeting shall stand adjourned for 15 minutes and the adjourned meeting shall be held at 11.45 a.m. for which no quorum is necessary.

You are requested to kindly make it convenient to attend it. The agenda items are as under:

1. To condole the demise of Late (Sh. K.D. Wadhwa, Sh. Naresh Kumar, Sh. Om Prakash, Sh. Ved Parkash, Sh. Chiranjeet Lal, Sh. Jagdish Singh, Sh. T.C. Vaid, Smt. Shail Kanwar, Smt. Prem Lata Chhibber, Sh. Hardeep Singh, Smt. Sheetal Datta, Smt. Geeta Bhargava, Smt. Krishna Chhibber, Sh. S.K. Sharma).
2. To receive, consider and adopt the managing committee's report (copy annexed).
3. To consider and adopt audited balance sheet, profit & loss account for the year 2010-2011.
4. To amend bye-laws as per Annexure "A".
5. To allocate and declare dividend for year 2010-2011 @ 12% as proposed in the managing committee report.

Any other point with permission of the chair.

Sd/-  
B.N. VAID  
HONY. SECRETARY

NEW DELHI- 110 030  
DATED 30th September 2011.

Copy forwarded to: -

1. Assistant Registrar, Co-operative Societies (U) Parliament Street, New Delhi -110001 for information.
2. All individual members.

Sd/-  
B.N. VAID  
HONY. SECRETARY

NOTE:-

1. Members are advised to bring along with them the copy of the Agenda Notice and the envelop mentioning their account number. **Entry is restricted to members only.**
2. Any member who desires to propose any observation on the Managing Committee's report and audited accounts at the meeting may submit the question or resolution in writing to the Hony. Secretary at the address of the Society latest by 16<sup>th</sup> October, 2011.
3. All members are advised to read this report and the special instructions contained therein.
4. Lunch will be served to members after the meeting.

## **List of Managing Committee**

| <b>Name</b>                | <b>Designation</b> | <b>Contact No.</b> |
|----------------------------|--------------------|--------------------|
| Sh. Ashok K. Chhibber      | President          | 26646313           |
| Sh. Ashwani K. Bali        | Vice-President     | 9811750785         |
| Sh. Brij Bhushan Bali      | Vice-President     | 9899060571         |
| Sh. B.N.Vaid               | Secretary          | 9911189389         |
| Sh. Vinod Datta            | Jt. Secretary      | 9968289389         |
| Sh. Mahinder K. Mehta      | Treasurer          | 9891971342         |
| Sh. Arun Mohan             | Exe- Member        | 9811709461         |
| Sh. Kamal K. Bali          | Exe- Member        | 9818134800         |
| Sh. N.K.Vaid               | Exe- Member        | 9810293643         |
| Sh. Rajesh Datta           | Exe- Member        | 9818077950         |
| Sh. R.K.Vaid               | Exe- Member        | 22261395           |
| Sh. Surinder Bakshi        | Exe- Member        | 26643370           |
| Sh. Vijayinder K. Dutta    | Exe- Member        | 26644726           |
| Smt. Krishan Lata Chhibber | Exe- Member        | 26518522           |
| Smt. Suman Bali            | Exe- Member        | 65650010           |

# MANAGING COMMITTEE'S REPORT

Dear members,

I on behalf of the President and Members of the Managing Committee welcome all of you to the Annual General Body Meeting of the Society.

You already know the excellent past record of the Society. Society was awarded Shield by Smt. Shiela Dixit, hon'ble Chief Minister of Delhi for its best performance in the year 1999, in 2001 by Dr. Yoga Nand Shastri, Hon'ble Development Minister of Govt of NCT of Delhi, by Hon,ble L.G. of Delhi in the year 2003 and again by Smt. Shiela Dixit Hon'ble Chief Minister of Delhi in 2010 for its best performance. President, Sh. Ashok k. Chhibber was awarded Sheild by Dr. Yoga Nand Shastri, the then Minister of Development, Govt of NCT of Delhi for his selfless work in the co-operative field during the year 2000 and again awarded Sh. J.N. Bhardwaj Memorial Award in 2009 for his work in co-operative field.

## Progress

Society has done remarkable progress since its inception i.e., March, 1987. It's Share Capital, Compulsory Deposit, Optional Deposit, Fixed Deposit, Recurring Deposit, and Loan Advanced during last 24 years has increased tremendously as can be seen from the figures given here as under:-

| Year    | Share Money | Compulsory Deposits | Optional Deposits | Fixed Deposits | Loan Advanced | Recurring Deposits | Profit  |
|---------|-------------|---------------------|-------------------|----------------|---------------|--------------------|---------|
| 1987-88 | 19900       | 19260               | 2084              | 10000          | 47369         | —                  | —       |
| 1991-92 | 12400       | 133175              | 32663             | 55500          | 337725        | —                  | 6274    |
| 1999-00 | 4379300     | 2637625             | 1457192           | 7742806        | 17720845      | 252500             | 806917  |
| 2001-02 | 7708100     | 4012917             | 2622092           | 17831663       | 34253855      | 567550             | 1384363 |
| 2003-04 | 12700200    | 6038947             | 4153199           | 35597741       | 62946765      | 1107300            | 3630454 |
| 2007-08 | 19033300    | 7918907             | 7585936           | 47798995       | 89590858      | 1489170            | 4205183 |
| 2010-11 | 27727000    | 10216165            | 13907256          | 70175091       | 132911640     | 1365000            | 5003381 |

The working capital of the Society during the year 2010-2011 was around Rs.16.66 Crores and its turn over was 14.59 Crores. The audit of the society is being done regularly. Area of its operation is extended to National Capital Territory of Delhi.

## Profit and Dividend

The society has earned a net profit of Rs. 50.03 Lakhs during the year 2010-2011. Managing Committee proposes to allocate the dividend @12% for the year 2010-11.

Further it is being brought to your kind notice that as per bye-law 48 of the society ' No dividend shall be paid while any claim due to the Society by the depositor or creditor remain unsatisfied' In view of the same, the Managing Committee **proposes / advices defaulters that they should settle the claim due to the society with in 90 days from date of AGM failing which they shall not be paid dividend.**

## Rate of Interest on Loans/Fixed Deposits

The rate of interest of loan is 14.40% p.a. We offer attractive rate of interest for Fixed Deposits ranging from @ 7% to 10% p.a. depending upon the period of maturity. Society has deposited Rs.1.51 Crores in Fixed Deposit accounts with PNB Mehrauli, DSCB Ltd. Mehrauli, Delhi Co-operative Housing Finance Corporation Ltd., Khel Goan, New Delhi and Vaish Adarsh Co op,Bank Ltd, as on 31.03.2011.

## **Recovery of Loans**

Notices are issued to the Loanee, sureties and employers on default of loan re-payment installments. Arbitration cases are processed on default of more than 6 months. All expenses in connection with arbitration proceedings as well as preparation charges will be recovered from the loanees/ sureties/ employers.

Since the sureties are jointly and severally responsible for the said loan, the managing committee may take action to recover the dues and other charges from the sureties. Managing Committee may file an arbitration case against the defaulter and sureties. Once the Arbitration case is filed, it will not be withdrawn by the Society, till total loan balances along with other charges are deposited/ recovered. After the proclamation of 'AWARD' the dues are treated as govt. dues and arrest Warrant could be issued by the, Collector, Govt. of N.C.T of Delhi against the member/ sureties and also could be remanded to judicial custody (Tihar Jail) till recovery of the amount (upto 40days). Even the amount can be recovered by attachment/auctioning of assets of judgment debtors. Hence the members may give surety on their own risk. It is advised to give surety to well known members with good payment habit only.

M.C. is empowered to deduct all the dues of a defaulting member from the surety's account/ deposits. As on 31.03.2011, there were 245 cases, 20 cases have been resolved till September 2011 and in 42 cases attachment of salary has been effected by the Recovery Officer, Delhi Govt.

## **Welfare Scheme**

- 1) In order to enhance the welfare schemes the Society has proposed to provide financial assistance of Rs.20000/- on death of member. Further on the death of a member if loan is outstanding against him and he has been member of the society for 5 years, a sum upto Rs.50000/- may be adjusted against loan. The member of the society has to contribute Rs.200/- p.a instead of Rs.100/- towards welfare fund.
- 2) Further a gift cheque of Rs.1100/- will be given to the Son/Daughter/Self Marriage of Member.
- 3) Awards to brilliant students is continued as usual, **the students are given prizes worth Rs.1000/- to their children who secure more than 80% marks in 10th and 12th standard examination.** Managing Committee congratulates all such students; parents on the brilliant performance of their wards and hope that they shall do better in their studies in coming years.

For the year 2009-2010, prizes to such students was distributed on 22.10.2010 in A.G.M. Therefore, members whose children have secured 80% or more marks in 10th or 12th examination during the year 2010-2011 are requested to send the attested copy of mark sheets of their respective ward latest by 16th October 2011 as per application available at website :- [www.bmdutcs.com](http://www.bmdutcs.com)

Society has further linked the loan with insurance. In case of death of a member due to accident. Loan to the extent of Rs.1,00,000/- can be recovered from the insurance co. under the Janta Insurance Personal Accident Policy. Coverage of Rs.1,00,000/- for each member is arranged. For this purpose each member has to contribute 0.5% of amount of loan as risk fund at the time of loan. The whole purpose is to secure the loan advanced. This coverage has been extended to all the members of the Society whether loan is advanced to him or not.

## **Website**

Society has developed its own website **[www.bmdutcs.com](http://www.bmdutcs.com)**, Members are requested to visit the website of the society to know the various schemes / programs of the Society. Detailed information regarding membership, various types of loans, deposits, welfare schemes of the Society, Managing committee, Annual General Body meetings etc has been provided. Facility to download various type of

Performa's e.g membership application, CD /OD / Dividend withdrawal form, loan application, deposit forms, resignation form etc have been provided. Even members can interact with society by e-mail provided in it.

### **To amend Bye-Laws**

1. To increase the ordinary loan from Rs.150000/- to Rs. 200000/-.
2. To gift Rs.1100- on **the marriage of the son/daughter of member or self marriage instead of 25 gms of pure silver coin on the marriage of the daughter of member.**
3. To provide housing loan upto Rs.1500000/-on pledging of the property.
4. To provide loan on pledging of gold ornaments
5. To provide Vehicle Loan on mortgage upto Rs.500000/-

Finally, I would like to stress upon the members to make their payments of compulsory deposit and loan installments in time and regularly. They should also make use of the optional deposit scheme and recurring deposit scheme in which we pay more interest than banks. Such deposits would increase the resources of the Society and enable more funds to give loans.

In the end, I would like to thank all the members for their co-operation & especially to the members of the Managing Committee. Thanks are also due to the staff and Officers of the Office of the Registrar, Co-operative Societies, Government of NCT of Delhi for their co-operation and valuable suggestions from time to time.

New Delhi

30th September 2011

*Sd/-*  
**B.N. VAID**  
**Hony. Secretary**

**Annexure 'A'**  
**Amendment in Bye- Laws.**

| <b>Existing Bye- Laws</b> | <b>Proposed Bye- Laws</b>  | <b>Reasons</b>                  |
|---------------------------|--|---------------------------------|
| Nil                       | <p><b>Bye-Law 34(1)</b><br/><b>Property Loan:-</b></p> <p>The committee may sanction to any member of the Society a property loan for purchasing/ construction/ repair / addition to a house or shop on approved/ authorized colony by mortgage the same immovable property of the member to the extend of 60% of the market value assessed by registered Govt approved valuer or Rs 1500000/- (Rs. Fifteen Lakh Only) whichever is less. All such property to be mortgaged with the society should be fully insured against fire, flood, lightening, riots, earthquake and should be free from all endurances. All expenses for this will borne by the concerned member. To enable member to get such loan he/ she should not have any other loan except loan against FD and NSC etc.</p> <p>The loan will be repaid in such number of equal monthly installments as may be fixed by the managing committee upto maximum of 150 monthly installments. Managing committee may frame terms and conditions on this loan from time to time.</p> | On demand / pressure of members |
| Nil                       | <p><b>Bye- laws 34(2)</b><br/><b>Vehicle Loan:-</b></p> <p>The committee may sanction to any member of the society a vehicle loan for purchase of a new vehicle by mortgaging the same to the extend of 75% of the value of the vehicle or Rs. 500000/- whichever is less against two sureties.( sureties should be member of the society). Loanee has to insure the vehicle (comprehensive) at his/her cost from time to time or the society will do so on his/ her behalf and all such charges will be debited to the member concerned. All expenses concerning the mortgage will be paid by the concerned member. Such loan will be granted on such terms and conditions as may be framed by the Managing committee from time to time.</p>  | On demand / pressure of members |
| Nil                       | <p><b>Bye- laws 34(3)</b><br/><b>Gold loan:-</b></p> <p>The committee may sanction to any member of the society gold loan by pledging gold ornaments to society to the extent of 60% of the market value assessed by Approved valuer appointed by the committee from time to time. Such loan will be granted on such terms and conditions as may be framed by the managing committee from time to time.</p>  | On demand / pressure of members |

## Annexure 'A'

### Amendment in Bye- Laws.

| Existing Bye- Laws  | Proposed Bye- Laws  | Reasons  |
|---|---|--|
| <p><b>Bye Laws 35 (1)</b></p> <p>All loans shall be granted within the maximum credit limit of a member at the discretion of the committee on Security of one or more sureties and shall not exceed 8 times of his income or 10 times of the value of a member paid up shares or Rs 150000/- whichever is less.</p>   | <p><b>Bye Laws 35 (1)</b></p> <p>All loans shall be granted within the maximum credit limit of a member at the discretion of the committee on Security of one or more sureties and shall not exceed 8 times of his income or 10 times of the value of a member paid up shares or Rs 200000/- whichever is less.</p>   | <p>To meet the demand of members due to increase of prices of all commodities.</p> |
| <p><b>Constitution of Welfare Fund</b></p> <p>(a) Every member shall contribute Rs 100/- every year towards the welfare fund. The said amount will be transferred to this fund by transfer voucher out of the CD/OD account of the member concerned on 1st April of each year.</p> <p>(b) The welfare fund may be utilized incase of death of any member. A sum of Rs. 10000/- should be paid to nominee of the member.</p> <p>(i) To write off loan or bad debts in case of extreme compassion after approval of general Body.</p> <p>(ii) To provide gift 25 gms pure silver coin on the marriage of the daughter of the member.</p> <p>(iii) To provide prize worth Rs.1000/- to the children of the member who secure 80% or more marks in the 10th &amp; 12th examination.</p> | <p><b>Constitution of Welfare Fund</b></p> <p>(a) Every member shall contribute Rs 200/- every year towards the welfare fund. The said amount will be transferred to this fund by transfer voucher out of the CD/OD account of the member concerned on 1st April of each year.</p> <p>(b) The welfare fund may be utilized in case of death of any member. A sum of Rs.20000/- should be paid to next kin/ nominee.</p> <p>Further in case of death of a member if loan is outstanding against him/her and he/she had been member of the society for a period of 5 years in that case a sum upto Rs. 50000/- may be adjusted towards the loan he/she is indebted to the Society and the member is not a defaulter.</p> <p>(i) To write off loan or bad debts in case of extreme compassion after approval of general Body meeting.</p> <p>(ii) to provide a gift cheque of Rs.1100/- on the marriage of daughter/son of the member or self marriage.</p> <p>(iii) To provide prize worth Rs.1000/- to the children of the member who secure 80% or more marks in the 10th &amp; 12th examination.</p> | <p>For welfare of the members</p> <p>-do-</p> <p>-do-</p> <p>-do-</p> <p>-do-</p>  |

**BHAI MATI DASS CO-OPERATIVE URBAN THRIFT & CREDIT SOCIETY LTD.  
BALANCE SHEET AS ON 31/03/2011**

**LIABILITIES**

| <b>Pr. Yr. Amount</b> | <b>Particular</b>                           | <b>AMOUNT (RS.)</b>   |
|-----------------------|---|-----------------------|
|                       | <b>SHARE CAPITAL</b>                        |                       |
| 24,921,100.00         | Share Money                                 | 27,727,000.00         |
|                       |   | <b>27,727,000.00</b>  |
|                       | <b>RESERVE FUND &amp; OTHER FUND</b>        |                       |
| 10,268,900.00         | Reserve Fund                                | 11,519,745.00         |
| 1,281,085.00          | Risk Fund                                   | 1,533,777.00          |
| 2,504,519.00          | Building Fund                               | 2,964,611.00          |
| 1,840,589.00          | Bad Debts Fund                              | 2,090,589.00          |
| 10,637,891.00         | Dividend Equilization Fund                  | 10,138,470.00         |
| 1,471,738.00          | Welfare Fund                                | 1,769,738.00          |
| -                     | Staff Graduty Fund                          | 75,000.00             |
|                       |   | <b>30,091,930.00</b>  |
|                       | <b>Deposits From Members</b>                |                       |
| 10,810,145.00         | Compulsory Deposits                         | 10,216,165.00         |
| 10,998,688.00         | Optional Deposits                           | 13,907,256.00         |
| 1,488,774.00          | Recurring Deposits                          | 1,365,000.00          |
| 27,853,521.00         | FDR- Double Scheme                          | 25,727,609.00         |
| 16,552,600.00         | FDR- Monthly Income Scheme                  | 17,900,600.00         |
| 20,539,698.00         | FDR- Periodical                             | 26,546,882.00         |
|                       |   | <b>95,663,512.00</b>  |
|                       | <b>CURRENT LIABILITIES &amp; PROVISIONS</b> |                       |
| 15,000.00             | Education Fund Payable                      | 50,000.00             |
| 12,893,710.00         | Interest Payable on FDR                     | 16,839,292.00         |
| 263,757.00            | Interest Payable on RD                      | 156,751.00            |
| 105,348.00            | Unpaid Dividend                             | 105,348.00            |
| 128,200.00            | Training Programme                          | 98,331.00             |
| 30,042.00             | Expenses Payable-Previous Year              | 26,472.00             |
| 38,250.00             | Salary Payable                              | 6,301.00              |
| 105,898.00            | Un-Claimed Ex-Member Money                  | 126,923.00            |
| 150,000.00            | Honarrarium Payable                         | 220,000.00            |
| 7,200.00              | Rent Security                               | 7,200.00              |
| 85,000.00             | Audit Fee Payable                           | 95,000.00             |
| 4,678.00              | Suspense With Bank                          | 7,678.00              |
| 31,047.00             | Recovery Charge Payable to ROC              | 60,063.00             |
| 2,727.00              | Tax Deducted at Sources                     | -                     |
| 1,163.00              | H.K. Khanna & Co. (CA)                      | -                     |
| 3,745.00              | Soft Solution Prop. Anil Khokhar            | -                     |
|                       |   | <b>17,799,359.00</b>  |
| <b>155,035,013.00</b> | <b>TOTAL</b>                                | <b>171,281,801.00</b> |

Sd/-  
**A. K. Chhibber**  
(President)

Sd/-  
**B. N. Vaid**  
(Hony. Secretary)

Sd/-  
**M. K. Mehta**  
(Treasurer)

Sd/-  
**Auditor's Report**  
As Per our report of even date  
**M/S Gianender & Associates**  
(Chartered Accountants)



**BHAI MATI DASS CO-OPERATIVE URBAN THRIFT & CREDIT SOCIETY LTD.  
BALANCE SHEET AS ON 31/03/2011**

**ASSETS**

| <b>Pr. Yr. Amount</b>          | <b>Particular</b>   | <b>AMOUNT (RS.)</b>   |
|--------------------------------|---|-----------------------|
| <b>CASH &amp; BANK BALANCE</b> |   |                       |
| 217,513.00                     | Cash  | 202,411.00            |
| 911,596.00                     | AXIX Bank S. B.A/c - 473010100047056                      | 441,177.00            |
| 80,105.00                      | The D.S.C.. Bank Ltd. S.B. A/c - 2125                     | 65,194.00             |
| 3,566.00                       | H.D.F.C. Bank S. B.A/c -00431110000014                    | 3,692.00              |
| 316,013.00                     | Kotak Mahindra Bank CA A/c - 01872010000320               | 506,408.00            |
| 88,837.00                      | P.N. B. S. B.A/c - 0622000100173389                       | 62,735.00             |
|                                | - The Viash Cop. Adarsh Bank Ltd. S.B. A/c- 2370          | 3,154,366.00          |
| 2,167.00                       | Kotak Mahindra Bank SB A/c - 01870020000081               | -                     |
| 5,315.00                       | P.N. B. CA A/c - 0622002100011485                         | -                     |
|                                |   | <b>4,435,983.00</b>   |
| <b>INVESTMENTS</b>             |   |                       |
| 1,500,000.00                   | Fixed Deposit with Delhi Co-op. Housing Fin. Co.op Ltd    | 2,000,000.00          |
| 9,000,000.00                   | Fixed Deposit with The D.S. C. Bank                       | 7,000,000.00          |
| 10,000.00                      | Fixed Deposit with Punjab National Bank                   | 10,000.00             |
|                                | - Fixed Deposit With The Viash Cop. (A) Bank Ltd.         | 5,000,000.00          |
|                                | - Fixed Deposit With Kotak Mahindra Bank Ltd.             | 1,080,000.00          |
|                                |   | <b>15,090,000.00</b>  |
| <b>CURRENT ASSETS</b>          |   |                       |
| 11,634,844.00                  | Intt. Recoverable on Loan from Mambers                    | 8,890,611.00          |
| 21,038.00                      | Intt. Accured on FDR with Delhi Co-op. (H) Fin. Co.op Ltd | 47,213.00             |
| 327,798.00                     | Intt. Accured on FDR with D. S. C. Bank Ltd.              | 172,057.00            |
|                                | - Intt. Accured on FDR with The Viash Cop. (A) Bank Ltd   | 4,981.00              |
| 648,072.00                     | Prepaid Exepenses   | 505,582.00            |
| 120,887.00                     | Arbitration Fee (3%) Recoverable                          | 31,855.00             |
| 1,176,262.00                   | Arbitration Cost  | 1,488,553.00          |
|                                | - Imprest   | 10,000.00             |
| 2,883,000.00                   | Shaurya Housing Ltd.                                      | 2,883,000.00          |
| 3,857.00                       | Recoverable - Kotak Bank Charge                           | -                     |
|                                | - Staff Loan  | 20,000.00             |
|                                | - TDS Deducted By Kotak Bank                              | 4,445.00              |
| 59,499.00                      | Anil Con. Co.   | 59,499.00             |
| 11,100.00                      | Electricity Security                                      | 11,100.00             |
|                                |   | <b>14,128,896.00</b>  |
| <b>LOANS &amp; ADVANCES</b>    |   |                       |
| 121,077,133.00                 | Loan to Members   | 132,911,640.00        |
|                                |   | <b>132,911,640.00</b> |
| <b>FIXED ASSETS</b>            |   |                       |
| 4,936,411.00                   | Fixed Assets  | 4,715,282.00          |
|                                |   | <b>4,715,282.00</b>   |
| <b>155,035,013.00</b>          | <b>TOTAL</b>  | <b>171,281,801.00</b> |

Sd/-  
**A. K. Chhibber**  
(President)

Sd/-  
**B. N. Vaid**  
(Hony. Secretary)

Sd/-  
**M. K. Mehta**  
(Treasurer)

Sd/-  
**Auditor's Report**  
As Per our report of even date  
**M/S Gianender & Associates**  
(Chartered Accountants)

**BHAI MATI DASS CO-OPERATIVE URBAN THRIFT & CREDIT SOCIETY LTD.  
INCOME & EXPENDITURE ACCOUNT FROM 01/04/2010 TO 31/03/2011**

| <b>EXPENDITURE</b>                        | <b>AMOUNT (RS.)</b>  | <b>INCOME</b>                                   | <b>AMOUNT (RS.)</b>  |
|---|----------------------|---|----------------------|
| Audit fees (Paid)                         | 24,262.00            | Admission fees                                  | 15,000.00            |
| Audit fees (provision)                    | 95,000.00            | Award cost charged from defaulters              | 676,418.00           |
| Advertisment                              | 16,000.00            | Intt. Recd. on Loans " Members"                 | 19,070,634.00        |
| Annual general meeting expenses           | 121,702.00           | Intt. Recd. on Bank Saving A/c                  | 138,111.00           |
| Arbitration expenses                      | 299,051.00           | Intt. Recd. on FDR- D.C.H.F.C.L                 | 131,175.00           |
| Bank charges                              | 23,245.00            | Intt. Recd. on FDR- D.S.C. BANK Ltd.            | 496,858.00           |
| Conveyance                                | 27,599.00            | Intt. Received on FDR- Kotak                    | 33,630.00            |
| Depreciation on fixed assets              | 221,129.00           | Intt. Recd. on FDR- P.N.B.                      | 852.00               |
| Diwali expenses                           | 50,724.00            | Intt. Recd. on FDR- The Vaish Cop.(A) Bank Ltd. | 160,696.00           |
| Donation paid                             | 8,100.00             | MISC receipts - Cheq. Ret. & Psotage            | 97,250.00            |
| Electricity charges                       | 77,364.00            | Rent received                                   | 89,900.00            |
| Education fund paid                       | 35,000.00            |   |                      |
| Establishments                            | 774,001.00           |   |                      |
| General expenses                          | 3,575.00             |   |                      |
| Insurance                                 | 163,955.00           |   |                      |
| Interest Paid on fixed deposits "Members" | 11,824,820.00        |   |                      |
| Interest paid on CD                       | 992,341.00           |   |                      |
| Interest paid on OD                       | 571,475.00           |   |                      |
| Interest paid on RD                       | 188,602.00           |   |                      |
| Legal & Professional charges              | 56,908.00            |   |                      |
| Locker rent                               | 1,200.00             |   |                      |
| Meeting expenses                          | 4,602.00             |   |                      |
| News paper & periodical and books         | 2,630.00             |   |                      |
| Office expenses                           | 13,413.00            |   |                      |
| Postage                                   | 37,954.00            |   |                      |
| Printing & stationery                     | 94,776.00            |   |                      |
| Repair & maintenance (All)                | 74,502.00            |   |                      |
| Rounding off                              | 2.00                 |   |                      |
| Rent, rates and taxes                     | 6,462.00             |   |                      |
| Staff welfare                             | 40,516.00            |   |                      |
| Subscription                              | 1,000.00             |   |                      |
| Telephone expenses                        | 55,233.00            |   |                      |
| Excess of income over expenditure         | 5,003,381.00         |   |                      |
| <b>TOTAL</b>                              | <b>20,910,524.00</b> | <b>TOTAL</b>                                    | <b>20,910,524.00</b> |

Sd/-  
**A. K. Chhibber**  
(President)

Sd/-  
**B. N. Vaid**  
(Hony. Secretary)

Sd/-  
**M. K. Mehta**  
(Treasurer)

Sd/-  
**Auditor's Report**  
As Per our report of even date  
**M/S Gianender & Associates**  
(Chartered Accountants)

# **INSTRUCTIONS FOR MAKING LOAN APPLICATION**

1. Any member can make application for loan after 90 days of acquiring the membership of the society.
2. Loan application form set can be taken from the office of the society on any working day and shall be submitted duly completed in all respect in the office of the society.
3. At the time of submission of loan application, following documents are required to be submitted along with the application:
  - a. Attested copy of Ration Card / Voter Election I. Card / Passport etc.
  - b. Income certificate, PAN Card & copy of Income Tax returns for last 3 years, in case of businessman.
  - c. Bond form shall be executed only when loan has been sanctioned in presence of the sureties.
  - d. Bank Statement for last 6 Months.
  - e. Office I. Card.
4. Sureties for Loan:
  - a. For Loan upto Rs. 10,000/- One surety (if his / her own deposits are less than Rs. 10,000/-)
  - b. For Loan upto Rs. 40,000/- One surety
  - c. For Loan upto Rs. 80,000/- Two sureties
  - d. For Loan upto Rs. 1,50,000/- Three sureties
  - e. For Loan upto Rs. 2,00,000/- Four sureties

} All Sureties should be members of the Society.

## **No member of the society can stand surety for more than 4 persons.**

5. Loan form / Bond applications should be filled correctly and legibly. Overwriting / Cutting shall not be accepted.
6. Loan form should be signed in full and carefully and completely. If signatures don't tally, the application shall be rejected.
7. At time of sanction of loan, every member shall have to contribute ½% towards risk fund and ½% towards building fund, which is not refundable.
8. In case loan is not utilized for the purpose it was advanced, the society can demand repayment of full loan together with interest at any time.
9. Share Money & Compulsory Deposit should be upto date.
10. Once loan is repaid in full, fresh application for loan should be submitted after 30 days.
11. Loan installments should be paid between 1<sup>st</sup> to 7<sup>th</sup> of every month. In case installment is paid after 7<sup>th</sup> of the month, penal interest @ 3% p.a. shall be charged.
12. Members are also requested to give in advance post-dated cheques for loan installments.
13. Loans shall be generally disbursed between 10<sup>th</sup> to 15<sup>th</sup> day of every month. Emergency loans are sanctioned within 3 days.
14. Members are requested to submit their fresh photographs/ Identity Proof, proof of address and e-mail Id's and application for change of address if applicable.

## विशेष सूचनाएं

1. सोसायटी कार्यालय सदस्यों के लिए सभी कार्य दिवसों पर खुला हैं। सभी प्रकार के लेन देन प्रातः 9:00 बजे से अपराह्न 6:00 तक (भोजनावकाश 1:30 से 2:30 बजे तक छोड़कर) होता हैं, अतः कृप्या निर्धारित समय पर ही आने का कष्ट करें।
2. हर सदस्य का कर्तव्य है कि वह हर माह 100/- ₹0 अनिवार्य (CD) जमा राशि समिती कार्यालय में समय पर जमा कराए ताकि सोसाइटी की आर्थिक स्थिति सुदृढ़ हो।
3. ऋण (Loan) के प्रार्थना पत्र पर ऐसे सदस्य की जमानत होनी चाहिए, जिसकी जमानत नियमानुसार नियमित (Regular) हो व ऋणी व जमानती एक ही परिवार के नही होने चाहिए।
4. ऋण का भुगतान निश्चित किशतों में तथा समय पर करें ताकि अधिक से अधिक सदस्यों को ऋण दिया जा सके।
5. ऋण आवेदन पत्र के साथ अपनी आय का अधिकृत नवीनतम प्रमाण पत्र (Pay Certificate), नवीनतम पासपोर्ट साइज फोटो (यदि अभी तक नही दिया हो) संलग्न करके समिति के कार्यालय में जमा करवा दें। ध्यान रखें, अपूर्ण आवेदन पर विचार नही किया जाएगा।
6. सदस्यों से अनुरोध है कि अपनी सुविधा के लिए भुगतान बैंक द्वारा ही करें तथा ऋण लेते समय अग्रिम बैंक (Advance Cheques) देने अनिवार्य हैं। बैंक के पीछे अपना नाम व सोसाइटी का सदस्यता का नम्बर अवश्य लिखें। समिति से आपको ऋण "रेखांकित बैंक" द्वारा ही मिलेगा, अतः आपका बैंक में खाता होना अनिवार्य हैं।
7. ऋण लेने के पश्चात् ऋण की अदायगी यदि आप मासिक किशतों में नगद अथवा बैंक द्वारा करते हैं तो कृप्या प्रत्येक माह की 7 तारिख तक अवश्य जमा करवा दें।
8. सावधी जमा (Fixed Deposit) एवं मियादी जमानत पूंजी (RD) के परिपक्वता समय (Maturity Date) से पूर्व भुगतान लेने के लिए एक माह का नोटिस लिखित रूप में देना आवश्यक हैं ताकि सदस्यों को समय पर भुगतान प्राप्त हो सके।
9. सावधी जमा (Fixed Deposit) पर जमा सावधी राशि का 90% तक ऋण लिया जा सकता हैं। उस पर अंकित ब्याज दर से 2% अधिक लिया जाता हैं।
10. सावधी जमा (Fixed Deposit) पर की परिपक्वता के पश्चात् उसके नवीनिकरण की दशा में 15 दिन पूर्व कार्यालय में लिखित रूप में सूचित करें अन्यथा नवीनिकरण सम्भव नही होगा।
11. सावधी जमा राशि के भुगतान का बैंक परिपक्वता तिथि को ही बनाया जाता हैं अतः उसी दिन अपनी जमा (Fixed Deposit) अथवा मियादीजमा (RD) का प्रमाण पत्र समिति कार्यालय में जमा करके बैंक प्राप्त कर लें। सोसाइटी की ओर से कोई पूर्व सूचना नही दी जाएगी।
12. समिति के कार्य प्रणाली में सुधार हेतु किसी भी सदस्य के सुझाव पर समिति प्रबंध कारिणी द्वारा सहानुभूति पूर्वक विचार किया जाएगा।
13. सभी सदस्यों से अनुरोध है कि वे अपना वर्तमान पहचान पत्र, निवास स्थान का पता आदि अवश्य प्रस्तुत करें ताकि समय-समय पर सोसाइटी से संबंधित जानकारी दी जा सके।