

**APPLICATION FORM FOR BUSINESS CORRESPONDENTS/
BUSINESS FACILITATORS**

◇ **Name of the Corporate BC:** Redcraft Management Consultancy Pvt.Ltd.

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attested by the
link branch

◇ **Kiosk Location Details:**

- (i) Name of the applicant _____
- (ii) Type of Location (SSA/Non SSA) : _____
- (iii) Location/Village: _____
- (iv) Village Population (approx.): _____
- (v) Location Category (Urban/Semi-Urban/Rural): _____
- (vi) Appointment type(New/Replacement): _____
- (vii) Previously worked as BC (Yes/No): _____
- If yes then:-
- a) Previous Kiosk/POS Id: _____
- b) Previous Bank: _____
- c) Reason for leaving: _____
- (viii) Link Branch : _____
- (ix) District: _____
- (x) Regional Office : _____
- (xi) State : _____ (x) PIN: _____

Personal Details

1. Full Name (IN BLOCK LETTERS) _____

2. Father's / Husband's Name : _____

3. Date of Birth : DD/MM/YYYY

4. Gender (Please Tick) - ☐ Male ☐ Female ☐ Others

5. Marital Status (Please Tick) - ☐ Married ☐ Unmarried

6. Education (Please Tick) - ☐ Below Class X ☐ Class X
☐ Class XII ☐ Graduate ☐ Post Graduate

7. Permanent Address- : _____

- P.O. : _____ Tehsil: _____

- District: _____

- State _____ PIN: _____

8. Communication Address : _____

- P.O. : _____ Tehsil: _____

- District: _____

- State _____ PIN: _____

10. Telephone No. (with STD Code) - Residence : _____

- Office: _____

- Mobile: _____

11. E-mail ID: _____

12. Currently Banking with (Bank) - _____

13. Bank Account Number - _____

14. IFSC Code - _____

15. Cheque Facility (Please Tick) - ☐ Available ☐ Not Available

KYC Details

1. *Proof of Identity (Please Tick) - ☐ Driving License ☐ PAN Card
 (Anyone) - ☐ Voter's ID Card ☐ Passport ☐ Aadhar Card

2. *Proof of address (Please Tick) – ☐ Electricity Bill (Latest) ☐ Passport
☐ Telephone Bill (Latest) ☐ Letter from landlord
☐ Gas Connection ☐ Ration Card

1. *Proof of Age (Please Tick) - ☐ Driving License ☐ PAN Card ☐ 10th Marks sheet
 (Anyone) - ☐ Birth Certificate ☐ Passport

17. Present Business _____

Occupation, if any _____

18. Computer Literacy: ☐ Yes ☐ No

19. If yes, nature of qualification: _____

20. If you already own a business or are working your revenue / income per month is (please tick the applicable)

Less than Rs.1000 _____

Rs.1000 - Rs.2500 _____

Rs.2500 - Rs.4000 _____

Rs.4000 - Rs.6000 _____

More than Rs.6000 _____

21. Do you have any experience in selling financial products?

If yes, give details. _____

22. No. of years of stay in the town / village:

(As Mention in Permanent Address) _____

23. Do you have any police records? (Yes/No):

If yes, give details. _____

Note:

1. Xerox copies of all the aforementioned KYC documents must be attached and the originals are to be verified by the link branch manager.
2. All the attached KYC documents must be self-attested by the applicant and verified by the link branch manager.

* Certificate to be obtained from In-charge of local police station

Character Certificate

Ref no:

Date:

Police Station:

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passport size
photo attested
by the said
authority

This is to certify that Mr. / Ms. / Mrs..... S/o /D/o

Shri/Smt.....has been a resident of

(address).....

.....for..... years and

holds a good moral character and to the best of my knowledge is not involved in any kind of criminal activity and no personal legal case is pending against him/her. His/hers photograph is herewith attested and I confirm the same.

Name:

(Seal &Signature)

Designation:

आपका अपना बैंक

References

REFERENCE (1)

I hereby certify that Mr/Mrs/Smt..... has been a resident of

Village / town of district in

State.....since years and has been known to me for period ofyears.

Date:-.....

(Signature with date)

NAME OF REFEREE:

ADDRESS OF REFEREE:.....

Contact no:.....

Designation / Occupation :.....

REFERENCE (2)

I hereby certify that Mr/Mrs/Smt..... has been a resident of

Village / town of district in

State.....since years and has been known to me for period ofyears.

Date:-.....

(Signature with date)

NAME OF REFEREE:

ADDRESS OF REFEREE:.....

Contact no:.....

Designation / Occupation :.....

Self-Declaration

I hereby undertake/declare that:

- i) Aforesaid information furnished by me is correct and true to the best of my knowledge and belief and in case found at any stage that the information given by me is wrong, my engagement as Business Correspondent will be cancelled at any stage.
- ii) I have read the details of the scheme for engagement as Business Correspondent / Business facilitator in the Madhya Pradesh Gramin Bank, eligibility criteria, terms & conditions, scope of the activity and payment of service charges, etc.
- iii) In case my name is considered for appointment as Business Correspondent. I will sign the Agreement-cum-indemnity with Madhya Pradesh Gramin Bank as per the draft shown to me/us and abide by the terms of Agreement-cum-indemnity, rules/norms of the scheme.
- iv) I fully agree that submission of this application/Bio-data to the Bank shall not be construed as a right for selection and Bank reserves its right to select/reject the case on merit.

Yours faithfully,

(Signature of the applicant)

Full Name : _____

Place _____

Date _____



FOR BRANCH/OFFICE USE :

Branch Manager's Comments and Recommendations (including on verification of antecedents)

Due diligence exercise carried out by : _____ on date _____

Applicant Name : _____

Proposed Location for Kiosk : _____

(Signature of AGM/CM/SM/Branch Manager)

Seal. _____

FOR R.O. OFFICE USE :

Comments of the Zonal Manager:

Based on the recommendation of the Branch Manager and the Zonal Selection Committee dated _____, the engagement of the applicant as Business Correspondent (BC) / Business Facilitator (BF) is approved / rejected, for the village (name of the village) _____ attached to our Bank's _____ Branch. (name of the branch).

Date: _____

(Seal & Sign)

Name:

Designation.....

Regional Office:.....

Declaration by Corporate BC

We agree and declare the following conditions in the case of approval of the applicant to work as BC/BF/BS at the said location for the bank:

1. We hereby declare that we will strictly adhere to instructions contained in the guidelines on managing risks and code of conduct in financial services provided by the BC/BF/BS under contract, will be fully responsible for the actions of the BC and their outlets.
2. The sole responsibility will be ours if the BC/BF/BS under contract is found guilty for any kind of fraud and moral misconduct and the bank has prerogative to black list and suspend the concerned BC/BF/BS.
3. The performance and progress of the appointed BC/BF/BS will be reviewed monthly and in case an appointed BC/BF/BS remains inactive he/she will be terminated and replaced immediately with a new BC/BF/BS abiding the procedure of selection.
4. We will ensure the preservation and protection of the security and confidentiality of customer information in the custody or possession of BC/BF/BS.
5. We will ensure that equipment and technology used by the BC are of compatible standards.
6. We will regularly monitor the financial transactions carried out at kiosk location and ensure that the engaged BC/BF/BS is not involved in any fraudulent transactions, round tripping, money laundering and mis-utilization of overdraft facility provided by the bank, if such case is found the bank has sole right to recover the amount (if any amount involved) and take suitable action against the engaged corporate BC.

Name of the Organization: **Redcraft Management Consultancy Pvt.Ltd.**

Name of the representative: **Nitesh Gour**

Designation: **State Head**



(Seal & Signature)