ANNEXUE - I

INDIVIDUAL LOAN REGISTER

[Each Register to have entries for 5 Years only starting from 1975-76]

Name of Office :

a. Name :

b. Designation at the time of sanction of each loan

Serial number	Government Order / Proceedings number and date of sanction (also outside number and date in respect of transferees)	Authority who sanctioned the loan	Nature of Loan	Amount sanctioned (Amount yet to be recovered in case of transferees)	No. of instalments and amount of each instalment (Balance of instalments and amount of each instalment in respect of transferees).	Serial number in the Loan Sanction Register	Page number and name of (*) the Loan Recovery Register	Initials of the Clerk / Section Head and Officer
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

* *Car, House Building, etc.,*