

**CHARTERED FINANCE & LEASING
LTD. (CFL)**

(“NBFC/ B-13.02480”)

DEMAND CALL LOAN POLICY

SUMMARY OF POLICY

Particular	Details
Policy Name	Demand Call Loan Policy
Version	V3
Latest Approval/Review Date	07 th April, 2026
Review Cycle	Annually
Approver	Board of Directors of Chartered Finance & Leasing Ltd

VERSION HISTORY

VERSION NO.	APPROVAL	VERSION DESCRIPTION	REGULATORY REFERENCE	REMARKS
I	07 th April, 2022	2022	RBI Regulation	Policy adopted by the Board
II	20 th May, 2025	2025	RBI Regulation	Reviewed By Board
III	07 th April, 2026	2026	RBI Regulation	Reviewed By Board

DEMAND CALL LOAN POLICY

Norms	Description
Borrower Category	Company or LLP
Nature of Loan	Unsecured line of credit
Tenure	Demand loan - Line of Credit for 12 months
Renewal	Line of Credit – 12 months
Sanctioned Amount	Up to Rs. 100 Crores
Sanctioned Authority	Up to Rs 50 Cr - Executive Director Up to Rs 100 Cr- MD and one Executive Director
Borrower Existence in business	Minimum vintage of 6 months
Borrower eligibility	Borrower should have positive net worth at time of loan disbursement. Borrower should have adequate profit / sources to service the interest and principal amount.
CIBIL Score/Other Due diligence	CMR < 5 – of customer Customer should not be reported as wilful defaulter/Sub-standard/ SMA /NPA by any bank or NBFC. Company and Promoters FCU report should not be negative.
On Boarding Documents Required (Self-Attested)	Documents for Borrowers/Co-Borrowers Loan Application Form PAN Card Bank Statement of last three months Address Proof (Any one) :Bank Statement/Company Master Data/Electricity Bill Board Resolution on Company's Letterhead MOA & AOA along with Certificate of Incorporation List of Director(s) on Company's Letterhead along with DIN List of Shareholder(s) on Company's Letterhead List of Authorized Signatory(s) on Company's Letterhead

	<p>PAN Card Copy and Address Proof of all the Director(s) and Authorized Signatory(s) (Any One) : Aadhar Card / Voter ID / Passport / Driving License ITR of latest 2 Years of Borrower Audited Balance Sheet of Last two years.</p>
Documents required Post on boarding	<p>Signed Loan Agreement Facility: schedule of terms Demand promissory note Acknowledgement copy of Sanction Letter. One PDC Cheque Request letter/Email from registered email id for disbursal.</p>
Mode of Communication post disbursement	Email / Telephone Call / SMS / Letter or any other mode
Penal Charges	Penal Charges of 10 % P.A. (Plus Applicable taxes) shall be levied for non-compliance of material terms and conditions of the facility.
Renewal	Renewal will be done on annual basis with clients request and as per client's track record
Enhancement	<p>Enhancement based on:</p> <p>a) Enhancement Request from client's end/Enhancement Letter. b) Latest Financials Enhancement will be approved based upon: CIBIL Score, Client repayment behaviour</p>
Interest Frequency	Interest Payable Monthly or quarterly or annually
Pricing	Interest Rate and upfront Processing fees will be determined on case to case basis after considering credit and risk matrix
Other	<p>(i) The repayment of demand or call loan shall be demanded or called up within 12 months (ii) The sanctioning authority shall, record specific reasons in writing at the time of sanctioning demand or call loan, if the cut-off date for demanding or calling up such loan is stipulated beyond a period of one year from the date of sanction. (iii) The sanctioning authority shall, record specific reasons in writing at the time of sanctioning demand or call</p>

	<p>loan, if no interest is stipulated or a moratorium is granted for any period.</p> <p>(iv) A cut-off date, for review of performance of the loan, not exceeding six months commencing from the date of sanction.</p> <p>(v) Such demand or call loans shall not be renewed unless the periodical review has shown satisfactory compliance with the terms of sanction.</p>
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