

## Terms and conditions

- Individuals/sole proprietorship/Partnership firms/Companies with basic knowledge of financial products and services are eligible to enrol as DSA. Prior experience in selling any financial product is preferred.
- Preference is to be given to the DSAs who have established/owning office to extend such services and have experience in this segment.
- Retired Govt. employees/Retired employees of Public Sector Undertaking/ Public Sector Banks including retired employees of our Bank with an unblemished service are eligible.
- Close relatives of our Bank's staff, who are currently in service, are not eligible.
- DSAs should source proposals from NEW customers only. The leads received by Branches/KLC directly, through Marketing officers, through online leads, Government sponsored Loans/Schemes, from special packages permitted etc. **not eligible** for any incentives to DSAs .
- The Empanelled DSA has to execute stamped agreement, Model Code of conduct stipulations and to submit declaration-cum- undertaking letters from their agents/employees if any(Annexure IX)
- The DSAs shall identify proposals and provide leads to the Bank along with required documents applicable for home loans.
- Such proposals will have to be within the operational area of **Designated branches**.
- The leads should be shared by the DSA in a specific format.
- The DSAs will generate lead only for houses/villas/flats and not commercial property. They can generate leads from the projects approved by our Bank or by other public sector/private sector Banks, etc.
- However, for every case referred by a DSA, fees will be paid to one entity i.e., if a proposal is referred by DSA wherein, the flat is located in a residential project of a builder whose project is approved by our bank, the fees will be paid only to the DSA if the case is referred by the DSA and not the builder or to their authorized Marketing Officials and Vice Versa.
- The fees shall not be paid to those proposals wherever Special Packages are permitted by the Bank.
- The DSA has to assist ROs/Branches for recovery of the defaulted amount and if the account goes bad, they shall be liable as per the conditions of the agreement executed.
- The credit/legal and technical appraisal will be done by the Bank and sanction / rejection of the proposal will be at the discretion of the bank as the case may be. Once the loan is sanctioned, the customer is required to come to the concerned branch to execute the loan documentation. Before sanctioning the loan the party will be directly interviewed by the Branch/KLCs/Regional Office officials.
- DSAs are not eligible for any other fees/incentive and should not accept any gratis either from the loan applicants or from the builders/home sellers.
- The DSAs shall not recommend/source the Housing loan proposals rejected by other Banks/FIs .
- Empanelled DSA need to source **minimum** housing loan proposals of **Rs.25 lakhs per month** to be eligible for Payment of Service fees/ commission for the month.
- Periodical review of DSA performance to be done by Regional Offices based on month on month business sourcing as well as quality of proposal sourced and market feedback.

- Underperforming DSA to be put on notice with an advice to improve the performance and on a continuous non-performance of DSAs for a period of 6 months, depanelment of such DSAs to be taken up.

**The DSAs shall be paid service Fee/commission as under**

| <b>Per Loan Amount</b>  | <b>Payment of Service Fees / Commission *</b>   |
|---|---|
| Limits below Rs. 50 lakhs   | 0.25% of the loan amount.   |
| Limits of Rs. 50 lakhs and above.   | 0.30% of the loan amount subject to a maximum of Rs. 1.00 lakh per proposal.                            |
| HL Sourced during the month above Rs. 5 Cr.   | 0.35% of total loan amount sourced during the month subject to a maximum of Rs. 1.25 lakh per proposal. |
| For Takeover of loan:   |   |
| Limits below Rs. 50 lakhs   | 0.30%of the loan amount.  |
| Limits of Rs. 50 lakhs and above  | 0.35% of the loan amount subject to a maximum of Rs. 1.10 lakh per proposal                             |
| *Inclusive of GST & other charges if any.<br>The payment is subject to loan amount sanctioned and disbursement of minimum of 20% of the sanctioned amount out of the applications sourced by the DSAs |   |