

**Covering Letter Format**  
**Application Form LLC, Advocate & Legal Firms**

To  
The Vice President (Legal)  
National Bank for Financing Infrastructure and Development  
Swavalamban Bhawan  
C-II, G - Block, Bandra Kurla Complex  
Bandra (East), Mumbai – 400051

<b>S. No.</b>	<b>Particular</b>	<b>Details</b>
1.	Name of the Law Firm.	
2.	Name of the Advocate Date of Birth and Age as on date (Individual)	
3.	Category for application.	Lender Legal Counsel / Advocate / Legal Firm – please select relevant category
4.	Year of Establishment/Formation of the Law Firm (With documentary evidence/proof) (i) In case of Company, a certified copy of the certificate of incorporation. (ii) In case of Partnership Firm, a certificate from CA certifying the date of registration along with a certified copy of the Partnership Deed. (iii) Date of registration (Copy of Bar council enrolment certificate to be attached)	
5.	Total experience (years) of Law Firm Education Qualification – partner wise	
6.	Address Details.	
7.	Contact No. of the Authorized person and Email Id.	

8.	Name(s) of the Managing Partner(s) / Partner(s)	1. 2. 3. 4.....
9.	Name(s) of the Banks/FIs where the Law Firm is empanelled. (Submit proof).	
10.	Annual Turnover for past three financial years.	
	FY 2020-21	
	FY 2021-22	
	FY 2022-23	
11.	Names & Experience details/Profiles of the Partner & other team members, please submit CV's as per industry practice.	
	(i) Partner	
	(ii) Sr. Associate(s)	
	(iii) Associate(s)	
12.	No. of Project Financing loan documentation for infrastructure projects. (A separate list mentioning the quantum / names of the Projects to be attached).	
	SI No.	Name of the Projects / details
		Name of Partners associated with the Project
13.	Whether assessed to Income Tax?	
14.	Whether belonging to SC/ST/OBC? (Individual)	
15.	Whether willing to abide by Bank's terms and conditions?	
16.	Depanelment, details if any (with reasons) (Including by Regulatory, Governmental bodies, IBA, Bank, NBFC's, etc.,)	
17.	Any other relevant information.	

18.	Details of Following.	
	<b>Bank A/c Name</b>	
	Bank A/c Number	
	Name of Bank	
	Branch	
	IFC	
	PAN Number	
	GSTIN	
	Others (please indicate separately)	

**Declaration:**

I hereby declare that I have verified the details indicated in this application and confirm that all the information submitted is true to the best of my knowledge.

Signature\_\_\_\_\_

Name:\_\_\_\_\_

(Authorized Signatory /Managing Partner)  
(With seal)

Place:

Date:

Enclosures: