

## Specimen of Resolution by SHG for taking loan from bank

Name of SHG : .....

Address : .....

Date of Formation : .....

Total No. of Members : ..... Name of Facilitating Agency.....

### Resolution for taking loan from Bank

Today on .....(Date), at the meeting of .....(Name of SHG) at .....(Meeting Place of SHG) in presence of all its members, It is resolved that our .....(Name of SHG) will seek loan of Rs. .... (In Words) ..... from bank. It has also been further resolved that Sri/Smt. ....(Designation ..... ) and Sri/Smt. ....(Designation ..... ) will sign all necessary documents related to the loan application to bank on behalf of the .....(Name of SHG) We all members hereby agree to the above decision.

Sl. No.	Name of SHG Member	Name of Father/husband	Gender M/F	Signature/Thumb Impression
1.				
2.				
3.				
4.				
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6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

Signature  
(Designation.....)

Signature  
(Designation.....)

Signature  
(Designation.....)



**Specimen of INTER-SE AGREEMENT TO BE EXECUTED BY THE MEMBERS OF THE SELF HELP GROUP**

This Agreement made on this .....day of .....20.... Between

Sl. No.	Name of SHG Member	Name of Father/Husband	Gender M/F	Age
1.				
2.				
3.				
4.				
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6.				
7.				
8.				
9.				
10.				
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We are the members of the .....group hereinafter referred to collectively as "The Self Help Group (SHG) Members" which expression shall, unless repugnant to the context or meaning, include every member of the said SHG and their respective legal heirs, executors and administrators.

Whereas all SHG members are residents of Municipality.....ward No..... City ..... of Himachal Pradesh and are known to each other.

Whereas the SHG members above named have joined voluntarily together and formed the SHG with intent to carry on saving, credit and other economic activities for mutual benefit subject to the terms and conditions hereinafter appearing.

**NOW THEREFORE THIS AGREEMENT WITNESS THAT:-**

1. Each member of SHG shall save a sum of Rs.....(Rupees.....only) or such sum as may be decided by the group on (weekly/fortnightly/monthly) basis during the scheduled SHG meeting. The accumulated corpus of the SHG shall be given on loan to members based on their need and recovered along-with interest as decided by the SHG members.
2. The SHG will take the responsibility for maintaining appropriate books of accounts to ensure transparency in transaction among SHG members.
3. Each member shall strive for the success of the SHG and shall not act in any manner detrimental to the business interest of the SHG.
4. All assets and goods acquired by the SHG shall be in the joint ownership of all the members of the SHG and shall ordinarily be in the constructive custody of such member as may be

authorized by the group and shall be kept at the place of business at .....  
Which shall not be changed without consent of the SHG members.

5. The SHG members hereby duly elect and appoint  
Sri/Smt. ....as .....  
Sri/Smt. ....as .....  
Sri/Smt. ....as .....  
to look after and manage the day to day affairs of the SHG activities and also act in their name and on their behalf in all matters relating thereto. The authorize representative may however, be removed at any time by majority vote of the members and new representatives elected.
6. Each of the SHG member hereby agrees to abide by and ratify all such act, deeds and things as the authorize representative may do in the interest of the said activities.
7. The authorize representatives shall take decisions regarding day to day work of the SHG and each representative shall actively involve his/herself and cooperate in looking after the day to day affairs of the SHG activities in particular to attend the following activities.
  - Every member of SHG hereby authorizes the representative to apply for the loan on behalf of the SHG and execute necessary arrangements/documents on behalf of the SHG for the purpose. The authorize representative may collect loan amount from the bank on behalf of SHG, deposit the same in the saving account of the SHG for on lending to members in accordance with the decision of the SHG and also deposit recovery of loan installment from members in the loan account of SHG with the bank.
8. The SHG members hereby specially authorize the representatives:-
  - A. To open Saving/Fixed deposit and other account in .....  
Branch of ..... Bank, approved by the SHG and operate the same under the joint signature/thumb impression of any two of the following authorize representatives.  
Sri/Smt. ....  
Sri/Smt.....  
Sri/Smt.....
  - B. To keep or cause to be kept proper books of accounts of the saving made by the SHG members, loan granted to them and the recoveries made from them and render every year the full accounts to the SHG members for their approval and adoption.
  - C. To receive all payments due to the SHG and issue requisite receipts of acknowledgement for and on behalf of the SHG.
  - D. To Institute and defend on behalf of the SHG members any legal proceedings and safeguard the interest of each member of the said SHG and for this purpose engage or disengage any lawyer or advocate of agent and incur the necessary legal expenses in connection therewith.
9. In the event of death of any of the member of the SHG, his/her legal heirs shall be entitled for the benefits and be liable for the obligations of the deceased members under this agreement.
10. It is agreed that no new person shall be inducted as a member of the SHG without consent of all the existing members.

IN WITNESS WHEREOF the aforesaid members of the SHG have set their respective hands hereunto at the place ..... and on ..... Day of ..... month ..... Year.

Sl. No.	Name of SHG Member	Name of Father/husband	Signature/Thumb Impression
1.			
2.			
3.			
4.			
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15.			

WITNESS :-

- 1.
- 2.

Financial Statement of ..... (Name of SHG) as on ..... (Date)

<b>Particular</b>	<b>Amount (Rs.)</b>
Total Saving of Members.	
Total Interest and other Incomes	
Revolving Fund/Grant Assistance Received from NULM/Others	
Other Receipts	
<b>Total</b>	

Amount in Words.....

We certify that the above statement is true and can be verified from the books of accounts maintained by our Self Help Group.

Signature  
(Designation.....)

Signature  
(Designation.....)

Signature  
(Designation.....)

Seal of SHG: