

Annex IA
(cf. Para 6A.2 of these Directions)

Key Facts Statement
Part 1 (Interest rate and fees/charges)

1	Loan proposal/ account No.		Type of Loan	
2	Sanctioned Loan amount (in Rupees)			
3	Disbursal schedule (i) Disbursement in stages or 100% upfront. (ii) If it is stage wise, mention the clause of loan agreement having relevant details			
4	Loan term (year/months/days)			
5	Instalment details			
	Type of instalments	Number of EPIs	EPI (₹)	Commencement of repayment, post sanction
6	Interest rate (%) and type (fixed or floating or hybrid)			
7	Additional Information in case of Floating rate of interest			
	Reference Benchmark	Benchmark rate (%) (B)	Spread (%) (S)	Final rate (%) $R = (B) + (S)$
				Reset periodicity ⁷ (Months)
				B S
				Impact of change in the reference benchmark (for 25 bps change in 'R', change in: ⁸)
				EPI (₹) No. of EPIs
8	Fee/ Charges⁹			
		Payable to the RE (A)		Payable to a third party through RE (B)
		One-time/ Recurring	Amount (in ₹) or Percentage (%) as applicable ⁵	One-time/ Recurring Amount (in ₹) or Percentage (%) as applicable ¹⁰
	(i)	Processing fees		
	(ii)	Insurance charges		
	(iii)	Valuation fees		
	(iv)	Any other (please specify)		
9	Annual Percentage Rate (APR) (%)¹¹			
10	Details of Contingent Charges (in ₹ or %, as applicable)			
	(i)	Penal charges, if any, in case of delayed payment		
	(ii)	Other penal charges, if any		

⁷ Fixed reset, other than on account of changes in credit profile

⁸ Please refer [circular 'Reset of Floating Interest Rate on Equated Monthly Instalments \(EMI\) based Personal Loans' dated August 18, 2023](#).

⁹ REs may disclose the amount net of any taxes such as GST

¹⁰ Mention frequency, where recurring

¹¹ Please refer to the illustration in [Annex II](#)

(iii)	Foreclosure charges, if applicable	
(iv)	Charges for switching of loans from floating to fixed rate and vice versa	
(v)	Any other charges (please specify)	

Part 2 (Other qualitative information)

1	Clause of Loan agreement relating to engagement of recovery agents	
2	Clause of Loan agreement which details grievance redressal mechanism	
3	Phone number and email id of the nodal grievance redressal officer ¹²	
4	Whether the loan is, or in future maybe, subject to transfer to other REs or securitisation (Yes/ No)	
5	In case of lending under collaborative lending arrangements (e.g., co-lending/ outsourcing), following additional details may be furnished:	
	Name of the originating RE, along with its funding proportion	Name of the partner RE along with its proportion of funding
		Blended rate of interest
6	In case of digital loans, following specific disclosures may be furnished:	
(i)	Cooling off/look-up period, in terms of RE's board approved policy, during which borrower shall not be charged any penalty on prepayment of loan	
(ii)	Details of LSP acting as recovery agent and authorized to approach the borrower	

¹² RE may furnish generic email id, provided a response is made within 1 working day