

## **Format of application for empanelment of Valuers for Immovable Properties/ Stock Auditors**

External valuers/ stock auditors are empanelled by the Bank for the valuation of securities. The eligibility conditions stipulated by the Bank for empanelment are as follows:

### **A. Eligibility condition for empanelment as valuer for immovable properties**

- ❖ The applicant should be a graduate in Civil Engineering/ Architecture having sufficient experience in valuation of land & building and should be a member of Institution of Valuers.
- ❖ Empanelment will be only in the individual capacity up to the age of 65 years. Firms will not be empanelled.
- ❖ The valuer should be approved by Income Tax Department for valuation of immovable properties (registered valuer under Wealth Tax Act) and should be in the panel of approved valuer of at least 3 Major Scheduled Commercial Banks.

### **B. Eligibility condition for empanelment as stock auditor**

- ❖ The applicant should be a qualified and practicing Chartered Accountant/ Cost Accountant having a valid membership of ICAI/ ICWA at the time of empanelment.
- ❖ The applicant should be in the panel of at least 3 Major Scheduled Commercial Banks.

The valuers/ stock auditors have to submit the application along with required documents to the nearest branch.

## **APPLICATION FOR EMPANELMENT OF VALUERS/ STOCK AUDITORS**

(To be submitted to the nearest branch of the Federal Bank Ltd)

Recent photo  
with signature  
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1	Name of the Valuer/ Stock Auditor (as per ID Proof)*																	
2	Constitution																	
3	Date of Birth/Incorporation*	<table><tr><td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>	D	D	M	M	Y	Y	Y	Y								
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4	Permanent Address (as per the proof)*	<p>.....</p> <p>.....</p> <p>.....</p> <p>City:..... District:.....</p> <p>State:..... PIN No:</p>																
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6	Whether banking with Federal Bank	<table><tr><td>Yes</td><td>No</td></tr></table>	Yes	No														
Yes	No																	

	If Yes; Account No  Branch	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table> .....																										
7	Educational/ Professional Qualification details*																											
	Qualification				University/ Institution					Date of award																		
8	Empanelment with other banks - Minimum 3 SCBs* [Attach currently valid empanelment letters from the banks)																											
	Name of the Bank				Date of empanelment letter				Period of empanelment																			
									From			To																
9	Membership/ Registration details*																											
	Name of Institution				Membership No				Member since				Valid till															
10	No of years experience		Y   Y                      M   M <table border="1"> <tr> <td></td><td></td> <td></td><td></td> </tr> </table>																									

11	Valuations works/ stock audit done in the last three years (Attach list)	
12	Details about others partners/ firms with full details of their experience (for stock auditor)	
13	Whether depanelled by any bank/ organisation in the past? If so furnish reasons thereof.	
14	Is the Firm/ Co a statutory/ concurrent auditor in our Bank – if so provide details (for stock auditor)	
15	Was the applicants sister/ associate concern a statutory auditor during 2012-13 in our Bank (for stock auditors)?	

Note: Self attested copies of documents/ proofs of items marked \* to be submitted along with application to the branch. Originals of documents/ proofs to be submitted to the branch for verification. If space provided is not sufficient kindly furnish the information in a separate sheet.

I/ We do hereby solemnly affirm and state that

- I/ We have not been removed/ dismissed from service/ employment earlier
- I/ We have not been convicted for any offence in connection with violation of provisions under the Income Tax Act 1961, Wealth Tax Act 1957 or Gift Tax Act 1958

- I/ We have not been convicted of any offence and sentenced to a term of imprisonment
- I/ We have not been found guilty of misconduct in professional capacity
- I/ We undertake to keep you informed of any events or happening which could make me ineligible for empanelment as a valuer/ stock auditor
- I/ We clearly understand and undertake that mere submission of application does not guarantee empanelment and Bank's decision in this regard will be final and binding on me/ us.
- I/ We understand that empanelment does not amount to any commitment on the part of the Bank to give assignment.
- I/ We understand that the fee for the assignment will as per the Bank's prevailing rates and is subjected to change time to time.
- I/ We have not concealed or suppressed any material information, facts and record and I/ We have made a complete and full disclosure.

**Dated:**

**Signature:**

**Name:**

*(To be signed by the individual/ authorised signatory of the firm/ company)*