

Indicative List of Documents for issuance of RoD

Section 7 – Financial Creditor		Section 9 – Operational Creditor	
Proof of Debt		Proof of Debt	
1	Loan Agreement/Memorandum of Understanding.	1	Business Service Agreement between Creditor and Corporate Debtor (CD) with terms & conditions of trade credit and payment.
2	Sanction letter, Rescheduling letters with Debtor's acceptance	2	Purchase Order / Work Order
3	Assignment Agreement	3	GST Invoice / Delivery Challan/ Tax Invoices
4	Loan disbursement details	4	Chartered Accountant's Certificate recording materials supply/ transaction details
5	Mortgage Deed, Hypothecation Deed, Promissory Note, Letter of Guarantees etc	5	Acknowledgement of Debt by the CD
6	Restructuring of loan / Master Debt Restructuring Agreement	6	Acknowledgement of Goods and Services with payment dues
7	Debtor's Audited Balance sheet.	7	Leave and Lease Agreements
Latest Acknowledgment of Debt		Latest Acknowledgment of Debt	
1	Statement of Accounts	1	Balance confirmation communication from the Debtor
2	Latest Balance Sheet	2	Reply to the demand notice of the creditor
3	Balance Confirmation from the Debtor	3	Latest Communication between Debtor & Creditor
4	Any Communication that establishes the acknowledgment of Debt	4	Settlement Agreement between Creditor & Debtor
Proof of Default		Proof of Default	
1	Demand/ Recall/Legal Notice with delivery confirmation.	1	Demand/ Recall/Legal Notice with delivery confirmation.
2	Admission of liability due by the Debtor	2	Admission of liability due by the Debtor
3	Financial statements of Debtor reflecting the dues	3	Financial statements of Debtor reflecting the dues
4	Certificate of Charge	4	Cheques given towards settlement of Invoice and dishonoured for payment with related correspondence and cheque returned memo issued by Bank
5	DRT Orders	5	Court Orders
6	Notice under 13(2) under SARFAESI	6	Any Communication that establishes the acknowledgment of Default