

**PART A: PERSONAL DETAILS**

**DETAILS**

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

Surname: \_\_\_\_\_ First name: \_\_\_\_\_ Middle name: \_\_\_\_\_

ID / Passport no.: \_\_\_\_\_ Member No. \_\_\_\_\_ KRA Pin No.: \_\_\_\_\_

Marital Status: Single  Married

Email \_\_\_\_\_ Telephone No. \_\_\_\_\_ Mobile No. \_\_\_\_\_

Postal address \_\_\_\_\_ Code \_\_\_\_\_ Town \_\_\_\_\_

**RESIDENTIAL DETAIL**

Present Residential address (provide full details i.e., Estate name, Plot No, Area)

Estate name \_\_\_\_\_ Plot No \_\_\_\_\_ Area \_\_\_\_\_

**PART B : LOAN APPLICATION DETAILS AND AMOUNT**

**TYPE OF LOAN APPLIED (TICK AS APPROPRIATE)**

**Salo Loan**  **Biz-Bora Loan**  **Overdraft Facility**

Amount in words: \_\_\_\_\_

Amount in figures: \_\_\_\_\_

Repayment Period as per product specifications (T&C apply)

Years  Months

**NOTE:**

Interest is charged at the rate of 2% p.m. on a reducing balance for Biz-Bora Loan and Salo Loan. Overdraft product is charged at 1.5% p.m. on the balance.

**PART C : DOCUMENTATION CHECKLIST**

1. Copy of latest pay slip for salaried customers
2. Copy of Pin Certificate
3. Copy of 6 months bank statements and other proof of income for persons in business
4. Proof of business activity (and location) e.g., utility bill
5. For rental income attach lease agreement/rental schedule and bank statement.

**OTHER SECURITY**

Type of security offered	Value of security offered	Brief description of security offered
A. _____	_____	_____
B. _____	_____	_____
C. _____	_____	_____

APPLICANT'S NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

WITNESS \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**PART D: FOR OFFICIAL USE ONLY**

**LOAN APPRAISAL**

### APPROVING MANAGER'S COMMENTS

This loan application is accepted for Kes. \_\_\_\_\_ repayable in \_\_\_\_\_ installments.

If rejected or amount requested is reduced reasons the reasons are: -

I. \_\_\_\_\_

II. \_\_\_\_\_

MANAGER'S NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

### TERMS AND CONDITIONS

1. No customer will be permitted to suffer total deductions (including savings, loan repayment and interest in excess of two thirds of his/her basic income.
2. Outstanding loans must have been cleared before a new loan is granted in a particular product.
3. Bulk clearance of all loans is acceptable & one becomes eligible for loan immediately.
4. Irrevocable instructions form pledging terminal benefits from employer should be duly signed by applicant in case of leaving the service before loan clearance.
5. In case of any default in payments the entire balance of the loan will immediately become due and payable at the discretion of the Board of Directors. All savings owned by the customer and held by the member plus any interest due will be off set against the loan balance(s) owed.
6. Default for more than 90 days will automatically be listed to CRB, and past default will qualify for a loan after expiry of maximum 6 months after clearance.
7. In case of loan restructure due to default, a customer will qualify for another loan after 12 months.
8. Loan processing fees will be 1% with a minimum of kes.2,000 and maximum of kes.5,000 exclusive of taxes.
9. All fees/commissions are recovered from loan proceeds before disbursement including applicable taxes.
10. Approval is subject to terms and conditions of the FOSA and the Credit policies.

**Confirmation by Applicant:** - I have read and understood the rules and regulations herein governing the category of the loan facility I have applied, and I agree to abide by the terms and conditions pertaining to the loan facility. I also consent that the society be at liberty to check and share my credit history with the existing **Credit Reference Bureaus** and that the information obtained be considered in the Loan appraisal of my credit application. I append my signature here below signifying that rules & conditions herein have been explained to me and having understood them, I have voluntarily agreed to abide by them throughout the period this facility will be in force.

**APPLICANT'S NAME** \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_