



LONG TERM LOAN APPLICATION FORM

Date: _____
Full Names: _____ Coy or Member No: _____
I.D/Passport No: _____ Nationality: _____
Cell phone: _____ Email: _____
Permanent Address: _____ code: _____ Town: _____
Date of birth: _____

LOAN APPLICATION DETAILS

Normal Jumbo Jijenge

Loan amount applied (Figures): _____
(In words): _____
Total Sacco savings Ksh: _____ Recovery Period _____ (In months)
Purpose of the Loan: _____
Applicants Signature: _____ Date: (DD/MM/YYYY) __/__/__

EMPLOYMENT DETAILS

Employer: _____ Date employed: _____
Terms of Employment: 1. Permanent 2. Contract 3. Casual
If on contract specify contract Period: _____ Expiry date: _____
Contract terms: 1. Renewable 2. Not renewable

RESIDENCE (MANDATORY)			
CURRENT RESIDENT	PLOT NO (IF RENTED)	LR NO (IF OWNED)	LENGTH OF STAY AT PRESENT ADDRESS



FINANCIAL INFORMATION

Do you have a loan with another financial institution? YES NO

If Yes:

NAME OF INSTITUTION	DATE ADVANCED	MONTHLY REPAYMENTS	AMOUNT OUTSTANDING

BUSINESS DETAILS

BUSINESS NAME				
NATURE / TYPE OF BUSINESS	REGISTRATION NO	KRA PIN NO	BUSINESS LOCATION	YEAR STARTED
AVERAGE MONTHLY SALES	MONTHLY PURCHASES	TOTAL EXPENSES INCLUDING TAX	NET BUSINESS INCOME	OTHER EXPENSES

REFEREES (MANDATORY)

REFEREE 1 (Next of kin)

FULL NAME	RELATIONSHIP	NATIONALITY	TEL NO	PHYSICAL ADDRESS	EMAIL
1.					
2.					

REFEREE 2

FULL NAME	RELATIONSHIP	NATIONALITY	TEL NO	PHYSICAL ADDRESS	EMAIL
1.					
2.					



LOAN SECURITY INFORMATION

I Id No applying for (loan type) Loan of KSH (figures) hereby seek for your guarantorship.

1. Guarantors

Guarantors are advised to read carefully all the information supplied in this form and the terms contained herein before signing the loan Application. Any alterations of the loan amount applied for must be countersigned by all guarantors.

In considering of granting the above loan or any lesser amount that may be approved we, the undersigned hereby acknowledge to have read and understood the above rules and application and accept, jointly and severally, liability for repayment including interest and costs appertaining to the aforementioned loan and in the event of the borrowers default. We understand that the amount in default may be recovered by an offset against our savings in the society or by attachment of our property, terminal benefits or salary.

	MEMBER NO	ID NO	NAME	TOTAL SAVINGS	AMOUNT GUARANTEED IN FIGURES	AMOUNT GUARANTEED IN WORDS	MOBILE	SIGNATURE	DATE
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
			TOTAL AMOUNT GUARANTEED						



In case of default, I give irrevocable authority to my guarantors to liquidate the following to settle my loan balances:

- I. Personal house hold items eg chattels
- II. Motor vehicles Reg No.
- III. Other personal properties

2. Collateral Security

	ASSET TYPE	REGISTRATION NO	VALUATION	AMOUNT SECURED	INSURED BY	OFFICIAL USE (APPROVED OR REJECTED)
1						
2						
3						
4						

LOAN AGREEMENT AND DECLARATION:

In consideration of the Sacco granting me the amount applied for or as the Board of Directors may decide, I hereby declare as follows:-

- 1. That the information provided by me and the foregoing particulars are true to the best of my knowledge and belief.
- 2. I agree to abide by all the terms and conditions governing this loan and any other future amendments as may be reasonably made from time to time.
- 3. That I agree to pay all charges, fees, rates, levies or taxes that are or may become payable on any asset offered as security. I also irrevocably authorize the Society to pay such charges, fees, levies or taxes on my behalf and to include them as part of the amount owed by myself.
- 4. That the Society may use any information related to me for evaluating the credit application. The Society may also share such information with credit rating or reference agencies. I willingly grant consent to the Society to use any information that it may obtain about me with regards to this loan application in an appropriate manner as permitted by the Society’s by-laws and other related laws of Kenya. The Society may lawfully disclose information about me to debt recovering agencies, investigation agencies and law firms with a view to recovering any debt due to the Society from myself, at the full expense of my account.
- 5. I consent Tembo Sacco to engage with my current and future employers with the view of recovery of any outstanding balances.
- 6. That should I leave the service of my present employer, any sum of money due to me from the said employer for whatever purpose may be utilized to the extent necessary to liquidate any outstanding loan balance.
- 7. I hereby irrevocably authorize the SACCO to settle at any time all monies held by the Sacco including my paid up shares and deposits that I have in Tembo Investment Cooperative, Tembo Ventures Housing Cooperative and Tembo Trio Ltd against my indebtedness arising from this facility now or in future as per Tembo Sacco’s by-laws and policies.

DISCLAIMER

I confirm that I have authorized Tembo Sacco Society Ltd to access my credit profile and that this profile can be delivered to their e-mail/postal address indicated herein and hereby authorize the Credit Reference Bureaus as may from time to time be identified by the Board of Directors, to mail/deliver/send my credit report to the e-mail/postal address indicated above. I release the identified CRB, their officers, employees and agents from all claims, actions or proceedings of whatsoever nature and howsoever arising, suffered or incurred in connection with the CRB sending/delivering/mailling my credit report to the Sacco.

Signature of the Loan Applicant **Date:**

**FOR OFFICIAL USE ONLY**

TOTAL SAVINGS	OTHER LOANS	GROSS PAY	DEDUCTIONS	NET SALARY	AVAILABLE (2/3)

APPRAISAL SUMMARY	AMOUNT RECOMMENDED

SIGNED	DATE
LOANS OFFICER:	
CREDIT MANAGER:	
CEO:	

CREDIT COMMITTEE

STATUS (APPROVED / REJECTED)	AMOUNT APPROVED	REPAYMENT PERIOD	REMARKS

SIGNED	DATE
CHAIRMAN:	
SECRETARY:	
MEMBER:	

*This loan is insured under the MEMBER PARTICIPATION INSURANCE POLICY. The monthly insurance premium payable will be 86 cts per every Ksh.1,000/=applied to monthly outstanding loan balance.(i.e 0.86/1000 * O/S LOAN)*

TERMS AND CONDITIONS

- All the information required must be completed for an application to be processed. The applicant must ensure that the information provided is true to the best of his/her knowledge and belief.
- All loans should be repaid within the specified period failure to which the society will take appropriate measures in the recovery process at its disposal and all costs of recovery will be transferred to the member.
- Lumpsum deposits shall only participate in loan granting after six months.
- The board of directors reserve the right to obtain any information from the applicant that it may deem necessary for loan processing
- Jijenge loan maximum amount one can apply for is 1 million and minimum is ksh. 500,000
- Jijenge loan; total loans cannot exceed five times your savings (Both Sacco deposits and shares capital).

LOAN TYPE	REPAYMENT PERIOD	MULTIPLIER	INTEREST RATE (P.M)
NORMAL LOAN	60	3	1%
JUMBO LOAN	72	4	1.25%
JIJENGE LOAN	48		1.5%