



# EDEN PRESBYTERIAN SACCO SOCIETY LTD

P.O. Box 775-00900 Kiambu, Cell: 0796-219689

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## LOAN APPLICATION FORM

LOAN FORM NO.....

### A: PERSONAL INFORMATION

Member's Full Names as on ID.....

Membership No..... ID No..... (Attach a copy of ID)

Applicant's P.O. Box..... Postal Code..... Town.....

Telephone: Mobile No.....

KRA PIN Number.....

Email Address.....

Residential Address (Area, Street, Plot, House) .....

Place of Work (Name, Area, Town, Location) .....

Occupation..... Church.....

I .....hereby apply for a loan of Ksh.....

Amount in words.....

Repayment Period.....Months in Installments of Ksh..... Per month

Commencing on.....

Please give full details of where the loan is being invested:

1		
2		
3		
<b>TOTAL</b>		

### REFEREE INFORMATION

Name.....Relationship..... Contact.....

Name.....Relationship..... Contact.....

Savings

Guarantors

Logbook 

We the undersigned hereby accept jointly and severally liability for the repayment of the loan in the event of the borrower's default. We understand that the amount in default may be recovered by offset against our savings in the society and shall not be eligible for loans unless the amount in default has been cleared in full.

M/NO	NAME	SAVINGS(KSH)	GUARANTEE(KSH)	SIGN
TOTAL				

**C. CREDIT HISTORY (Loans with Other Banks, Saccos, and Microfinance Institutions, Etc.)**

LOAN	AMOUNT	LOAN BALANCE
1.		
2.		
3.		

**D: MONTHLY TURNOVER**

INCOMES		EXPENDITURE	
Business		House Rent	
		Electricity	
Salary		Water	
		Food	
Farming		School Fees	
		Medical Expenses	
Rental		Travel Expenses	
		Clothing	
Others		Other Loan repayment	
		Others	
<b>Total</b>		<b>Total</b>	
<b>Surplus/Deficit</b>			

**E: BANK DETAILS**

BANK NAME	
BRANCH NAME	
ACCOUNT NAME	
ACCOUNT NUMBER	

F: TERMS AND CONDITIONS

I understand that the basic rules applicable to this application are as listed below and that this loan will be granted only according to these rules extracted from the Credit Policy.

1. The applicant must complete the form in full and any Incomplete form will be returned unconsidered.

2. The applicant must have been a contributor for a Minimum of six (6) months consistently.

3. Guarantors must be members of the society.

4. The total loan granted shall not exceed three (4) times a Members deposit and is payable in a period not exceeding 48 months.

5. The guarantor must undertake to assist the society to Make sure that the borrower repays his/her loan within The specified period.

6. The total applicant’s deposits together with that of the Security/guarantors must be more than the Loan applied for.

7. Any boosting deposits for the purpose of acquiring a loan Must wait for a period of 6 months so as to be considered.
8. Loans repayment should be on a monthly basis.

9. Loans are granted subject to availability of funds.

10. Attach a copy of your ID and copies of ID for The guarantors.

11. The interest per month is on reducing balance.

12. The applicant must be ready to provide other Relevant documents requested by the officer.

13. Any dormant account is not eligible for a loan until it is activated as per the Credit policy.

G: APPLICANT’S DECLARATION

1. I declare that the statements herein are correct and true to the best of my knowledge.

2. I understand that it is an offence, liable for prosecution, to give false information regarding shares, loans and guarantee.

3. In case of default on this loan, I hereby authorize the Society to deduct my savings and those of the guarantors.

4. I agree to abide by the Society’s bylaws, lending policy and any variation by the Board in respect of this loan.

5. I authorize the Sacco to carry out credit checks with or obtain my credit information from a credit reference bureau.

6. I pledge to notify the Sacco of any change of address and telephone number(s).

7. I also consent that Eden Presbyterian Sacco Society Limited will list me with the credit reference bureau immediately my credit facility goes unpaid for 90 days.

8. I accept to pay all the expenses which might be incurred in the process of my loan’s recovery.

Applicant’s Signature..... Date.....

H: SKETCH MAP OF RESIDENCE

BUSINESS LOCATION

## I: FOR OFFICIAL USE

### CREDIT OFFICER APPRAISAL

Loan requested Ksh .....

Total Savings Ksh..... \* 4 Ksh.....

Loan Approved Ksh .....

#### OUTSTANDING LOANS

Normal Loan	
Special Loan	
Own Shares Loan	
School Fees Loan	
Logbook Loan	
Instant Loan	
TOTAL	

#### CHARGES DUE ON LOAN ISSUANCE

Loan insurance	
Loan processing fee	
Total	

Loan amount to be disbursed Ksh .....

### J: RECOMMENDATION BY CREDIT OFFICER

I certify that the application is within the rules and regulations of the society. I also certify that I have scrutinized the applicant's records and found him/her eligible for the loan.

I recommend an amount NOT exceeding Ksh.....recoverable in..... Months.

Name..... Signature.....Date.....

**K: CREDIT COMMITTEE**

We have today examined the application in conjunction with the information and remarks made and have decided as follows-

1. Loan approved Ksh..... Repayment in..... months.

2. Deferred/Rejected for the following reasons.....

CHAIRMAN: Name.....Signature.....

SECRETARY: Name.....Signature.....

MEMBER: Name .....Signature.....