



MICRO FINANCE LOAN APPLICATION FORM

1. a) Individual details

Full names _____

ID Number _____ Tel _____ Marital Status _____ Age _____

If married, Name of spouse: _____ Spouse ID No. _____

Spouse Tel No. _____ Number of Dependents/Children _____

Postal Address Box _____ County _____ Division _____

Location _____ Sub Location _____ Village _____

Nearest Church _____ Nearest primary school _____

Next of Kin name _____ Relation _____ Tel _____

Area Chief Name _____ Sign/Rubberstamp _____

Tel _____ Location _____

b) Group Details:

Group Name _____ Contact Address _____

County _____ Location _____ Sub location _____

Name of the area Assistant Chief _____ Sign&Stamp _____ Tel No. _____

Contact Person _____ Tel. No. _____

2. Business Details;

Name of Business _____

State nature of Business e.g Trade, Manufacturing, Service, Agriculture _____ Others _____

Location; Town _____ Estate/Centre _____

Stock level _____ Average Sales per month Kshs. _____ Average Expenses Ksh _____

Is business registered _____ Date registered _____

Main Purpose of the loan _____

Number of people work in the business (State if salaries or family members) _____

Source of Capital invested in Business: Own savings, Mfi, Family, Friend, Bank, Kshs _____

Business Premise Rental or owned? _____

Education Level (Highest attained) _____

3. Business Income and Expenditure details.

Monthly Business income Kshs. _____

Monthly business expenditure Kshs _____

Monthly business profit Kshs. _____

Number of loans received from Taraji sacco _____ Last loan received was Ksh. _____

Amount of loan Applied for Kshs _____ Words _____

Loan period _____ months. Shares/Deposits Ksh _____ Weekly/Monthly Loan Repayments
Kshs _____

What type of guarantee are you able to offer?

4. Chattels Transfer

I hereby declare and confirm that I am the legal and beneficial owner of the chattels listed below and that the chattels are free and clean from any encumbrances. I pledge and declare that incase of any default I authorize the Sacco or the Group to repossess the listed items and recover the outstanding loan balances plus any recoverable costs.

Quantity	Full description of chattels offered as security.	Identification(Make/Model/Serial number/Colour etc)	Estimated Value(Kshs)

5. Borrowers Declaration

I hereby declare that the foregoing particulars are true to the best of my knowledge and belief. I agree to abide by the Society's by-laws and loan policy. I further declare that I have understood the terms of this loan product.

Signature.....Date.....

6. Guarantors (Group/Individual)

We, the undersigned, hereby accept jointly and severally, liability for the repayment of this loan in the event of the borrower's default. We understand that the amount in default may be recovered by an offset against our deposits or attachment of our property, salary, FOSA deposits and other property owned by us. **GUARANTORS MUST ATTACH ID COPIES.**

No.	Name of Member	ID.Number	Cellphone No.	Amount Ksh.	Signature
1					
2					
3					
4					
5					
6					

7					
8					
9					
10					
11					
12					
13					
14					
15					

7. Group officials

We the officials on behalf of this _____ Group do hereby confirm that we have seen and examined this application and hereby approve and commit this group in ensuring repayment of this loan is done to completion:

Chairperson _____ Tel _____ Signature _____ Date _____

Secretary _____ Tel _____ Signature _____ Date _____

Treasurer _____ Tel _____ Signature _____ Date _____

Witness _____ Tel _____ Signature _____ Date _____

FOR SACCO OFFICIAL USE

Field Officer recommendation: Ksh _____ Words Ksh _____
 Period _____ . Name: _____ Area: _____ Sign _____ Date _____

BDM Officer:
 Amount Confirmed in Ksh. _____ (In words) _____
 Comments _____ Signature _____ Date _____

Credit Officer
 Amount Approved Ksh _____ Period _____ Monthly/Weekly repayment Ksh _____
 Comments _____ Signature _____ Date _____
 Checked: _____ Date _____

Chief Executive Officer
 Comment _____ Signature _____ Date _____

Internal Audit
 Comments _____ Signature _____ Date _____

Credit Committee. Minute No _____
 Chairman _____ Signature _____ Date _____
 Member _____ Signature _____ Date _____
 Member _____ Signature _____ Date _____