

Date: (dd/mm/yyyy)

Full Name: \_\_\_\_\_ Coy or Member No: \_\_\_\_\_  
I.D/Passport No: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Tel: \_\_\_\_\_ Email: \_\_\_\_\_  
Permanent Address: \_\_\_\_\_ Code: \_\_\_\_\_ Town: \_\_\_\_\_  
Nationality: \_\_\_\_\_

**LOAN APPLICATION DETAILS**☐ Emergency ☐ Express ☐ Jisort

Loan amount applied (Figures): \_\_\_\_\_  
Figure in words: \_\_\_\_\_  
Total Sacco savings (Ksh): \_\_\_\_\_ Recovery Period (in months): \_\_\_\_\_  
Purpose of the Loan: \_\_\_\_\_  
Applicants Signature: \_\_\_\_\_ Date: dd / mm / yyyy

**EMPLOYMENT DETAILS**

Name of Employer: \_\_\_\_\_  
Date of Employment: \_\_\_\_\_  
Terms of Employment ☐ Permanent ☐ Contract ☐ Casual  
If on contract, specify contract period: \_\_\_\_\_ Expiry date: \_\_\_\_\_  
Contract terms: ☐ Renewable ☐ Not renewable

**BUSINESS DETAILS**

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: \_\_\_\_\_

# GUARANTORS FORM

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

## 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	SIGN	DATE
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
TOTAL AMOUNT GUARANTEED									

## LOAN SECURITY INFORMATION

### Collateral Security

	Asset Type	Registration No	Valuation	Amount Secured	Insured By	Official Use (Approved/ 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: \_\_\_\_\_

## TERMS AND CONDITIONS

1. 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.
2. These loans are subject to two thirds rule. A copy of the most recent payslip MUST therefore be attached.
3. 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.
4. The board of directors reserve the right to obtain any information from the applicant that it may deem necessary for loan processing

Loan Type	Repayment Period	Multiplier	Interest Rate (p.m)
	36	3	1%
	36	N/A	3.5%
	72	3	3%

FOR OFFICIAL USE ONLY

Total Savings	Other Loans	Gross Pay	Deductions	Net Salary

Available (2/3)	Amount Recommended

LOANS OFFICER:	CREDIT MANAGER:	CEO/FM:

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  $0.86/1000 * O/S \text{ LOAN}$ )