



Social Development Fund

Kanifing Institutional Layout
 Kanifing
 The Gambia
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LOAN APPLICATION FORM (MFIs, FNGOs, NACCUG)

Name of Organization: _____

Address of Organization: _____

Tel/Fax Number: _____

Legal Structure: _____
 (Attach a copy of the latest organizational structure)

Business Registration No: _____
 (Attach copies of this document)

TIN: _____
 (Attach copies of this document)

Date Found: _____

Board of Directors	Name	Position

Existing Borrowed Fund	Source of Loans	Year 2010	Year 2011	Year 2012	Year 2013 to date
1.					
2.					
3.					
4.					

Loan Profile	Officer	Age	Education	Experience	Background

BANKING INFORMATION

List of Bank(s) & Account No.(s):

SR #	Name of Bank	Address of Bank	Account Number	Current Bank Balance
1				
2				
3				
4				
			Total	

PORTFOLIO INFORMATION

Loan Products	1.	2.	3.
Average Annual Interest Rate			
Fees & Commission Rate			
Maximum Loan Size GMD			
Minimum Loan Size GMD			
Average Loan Size GMD			

Total Balance of Savings: _____ Average Savings Balance: _____

Loan	Year 2010	Year 2011	Year 2012	Year 2013 to date
No. of active loans at end of year				
% female clients				
Average outstanding balance				
Total outstanding balance at end of period				
Portfolio at Risk (30 days)				

REQUEST

Loan Amount Requested (GMD): _____

in words: _____

Purpose for which loan is required: _____

How do you intend to repay: _____ Intended Payment Duration: _____

Security Proposed: _____

Are you currently enjoying any Credit or Lease Facility (Circle the one appropriate)? YES NO

If yes give detail below:

SR #	Lender's Name	Amount Borrowed (GMD)	Duration	Expiry Date	Balance Outstanding
1					
2					
3					
Total					

Declaration and acceptance

I/We hereby certify that all the particulars given above are true and complete. We **understand that we will be notified by letter if the application is approved.**

Please remember to enclose:

1. Copy of Business TIN;
2. Copy of Business Registration Certificate;
3. Copy of Constitution;
4. Audited statements from past three years;
5. Loan portfolio quality report;
6. Detail reports of all previous FFI loans if any;
7. Detail report of any problems that occurred in previous contracts including high default rates; and
8. Detail report of current end borrowers.

Name: _____ Position: _____

Signature of applicant

Date: _____

Stamp/ Seal:

Witness By:

I/We confirm that above instructions are true and complete.

Name: _____ Position: _____

Signature of applicant

Date: _____

FOR OFFICE USE ONLY

DATE SUBMITTED _____ RECEIVED BY _____

DATE _____ SIGNATURE OF THE OFFICER _____