

APPRAISING OFFICER

Amount Recommended (Kshs in figures)..... (Shillings in words).....
.....repayment duration..... Months
Name..... Signature..... Date.....

CREDIT MANAGER

Amount Recommended (Kshs in figures)..... (Shillings in words)
.....
.....repayment duration..... Months
Name..... Signature..... Date.....

CHIEF EXECUTIVE OFFICER ENDORSEMENT

Amount Recommended (Kshs in figures)..... (Shillings in words).....
.....repayment duration..... Months
Name..... Signature..... Date.....

CREDIT COMMITTEE

Amount Approved Kshs.....repayment period..... Months
Minute Number:.....
CHAIRMAN:..... SECRETARY:.....
MEMBER:..... DATE:.....

L. DISBURSEMENT DETAIL AND RECORDS:

Cheque No..... For Kshs..... Dated.....
Issues on.....or cash credited to FOSA savings account no.....
On..... The loanee has been advised that the first loan repayment installment is due
On.....abd has been furnished with the loan repayment schedule
I certify that the particulars of this loan have been entered in all record books.
Micro-credit Officer..... Date.....

FOR OFFICIAL USE ONLY: (STRICTLY TICK AS APPROPRIATE: (✓ X) Loan application form checklist)

	Yes	No	N/A
Has the ID Card copies and photo been attached			
Have the personal details on the form been verified?			
Has the loan form been signed by the member?			
Has the guarantor's section been fully filled?			
Has the affidavit section been fully filled?			
Has the loan form been registered?			

Loan application form verified by:

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

GENERAL RULES APPLICATION TO MICRO CREDIT LOANS:

1. A member must be 4 to 6 month old to qualify for a loan
2. A group loan must be guaranteed by all group members. Loanee's plus guarantors deposits must fully over applied loan.
3. Loans granted shall be determined by customer 's savings/shares and the cash flow projection
4. (a) First loan maximum repayment period shall be 12 months
(b) Maximum repayment period for any other loan shall be between 12 months to 36 months
(c) Repayment period shall be determined by the society
5. The rate of interest shall be 11% per annum (A risk management fee of 1% shall be charged up-front)
6. Appraisal fee of 1% shall be charged on applied loan.
7. All applicants MUST fill in the affidavit form as given in page 3
8. It is hereby agreed that the facility so granted is payable on demand in full at the discretion of **2NK Sacco Society Ltd.**

2NK SACCO SOCIETY LTD.



Head office: Kangaru Corner House next to Post Bank
P.O. Box 12196 - 10100 Nyeri

Tel: +254 061 2030340 Customer Care: 0721374310

Email: nnksacco@gmail.com Website: www.2nksacco.co.ke

#Weh00

LOAN APPLICATION AND AGREEMENT FORM

(Read rules on Page 4 first before you fill in the form)

KARIBU LOAN	INDIVIDUAL LOAN	JIJENGE LOAN	BUSINESS LOAN	ASSET FINANCE LOAN	CHAMA LOAN
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A. PERSONAL INFORMATION:

- a. Name..... A/C..... ID No.....
- b. District..... Division.....
- c. Location..... Sub Location.....
- d. Present Residence.....
- e. Address..... Tel:.....

B. LOAN APPLICATION

I..... hereby apply for a loan of Kshs..... (Amount in words)
..... to be repaid within a period of..... Months.
To be repaid at a rate of Kshs..... P.M. each month commencing on.....

C. PURPOSE OF LOAN (Check Where Applicable)

- a. Additional stock.....
- b. Purchase of Equipment.....
- c. Others (specify).....

D. LOAN SECURITY

- a. Share to date (Ksh).....
- b. Others Security (please list).....

Asset	Present Value	Serial No.
1.	Kshs.....
2.	Kshs.....
3.	Kshs.....
4.	Kshs.....
5.	Kshs.....
6.	Kshs.....
7.	Kshs.....
8.	Kshs.....
9.	Kshs.....
10.	Kshs.....
Total present value of assets above	Kshs.....	

E. FAMILY WITNESS (Preferable a Spouse)

Name..... ID No.
 Relationship with Applicant (Specify).....
 Signature..... Date.....
 (Attach a photocopy of his/her ID card)

F. CRB PART

I confirm that I have authorized **2NK Sacco Society Ltd.** to access my credit profile and that his profile can be delivered to their e-mail/postal address indicated herein and hereby authorized CRB to mail/delivery/send my credit report to the E-mail/postal address indicate herein. I release the authorized CRB and **2NK Sacco Society Ltd.** and its officers, employees and agent from all claims, actions or proceedings of whatsoever nature and howsoever arising, suffered or incurred in connection with authorized CRB sending/delivering/mailling my credit to the addresses that I have Provided.

G. DECLARATION

I hereby declare that the foregoing particulars are true to the best of my knowledge and belief and I agree to abide by the by-laws of society, the loan policy and variations by Credit Committee in respect of Section B above. I hereby authorize the necessary deduction to be made from my account as prepayment for this loan.

FOSA ACCOUNT NO..... (Be very sure of your bank account)

LOANEES SIGNATURE..... DATE.....

WITNESS NAME:..... A.C NO..... P/NO.....

ADDRESS:..... STATION:.....

SIGNATURE:..... DATE:.....

SIGNATURE OF APPLICANT..... DATE:.....

H. AREA CHIEF / ASSISTANT CHIEF CONFIRMATION

I certify that the applicant of this loan facility hails from my area of jurisdiction and I have known him/her for a period of..... Years/Months.
 Name of the Area Chief/ Assistant Chief..... Signature.....
 Date:..... Stamp.....

I. LOAN GUARANTORS

We the undersigned members know the above named applicant and that we have assessed he business he/she is involved in and that we are satisfies that he/she s able to service the loan he/she has applied for. In the unlikely event that the applicant fails to meet the weekly/monthly repayments and/or defaults in repaying the loan, we jointly and severally undertake to forfeit out savings as stipulated by the products regulations or by attaching any of our property until the outstanding loan balance is repaid. Further, we shall not be eligible for loans until the amount in default has been paid in full.

Name (In Full)	ID/No.	A/C No.	Current Savings	Signature	Date

J. COURT AFFIDAVIT

REPUBLIC OF KENYA
IN THE MATTER OF OATHS AND STATUTORY DECLARATION ACT CAP 15 LAW OF KENYA IN
THE MATTER OF 2NK SACCO SOCIETY LTD. THE GROUP AND IN THE MATTER OF

AFFIDAVIT

I..... of P.O. Box.....in the republic of Kenya makes an oath and states as follows:-

1. That I am the holder of National Identity Card No..... and I am the deponent herein.
2. That **2NK Sacco Society Ltd.** Has agreed to extend loan facility me/us.....
3. That I undertake to do all that which is under my power and ability to service such loans as my be advanced to me/us
4. That I foregoer and surrender for sale by way of Public Auction all my properties listed on schedule of properties duly executed by me depicting my name, signature and my identity card showing the amount of loan advanced to me which schedule of properties shall be in the custody of **2nk Sacco Society Ltd**
5. That I am stopped from taking court action against **2nk Sacco Society Ltd**
6. That in the event of dispute both parties shall appoint an arbitrator and the decision shall be final
7. That I am of sound mind and hence competent of swear this affidavit
8. That all which is deposed herein in true to the best of knowledge belief and information

Sworn at..... by the said

Before me:.

.....
COMMISSIONER FOR OATHS / MAGISTRATE

FOR OFFICIAL USE ONLY

K. LOAN APPLICATION VERIFICATION AND APPROVAL

We have today examined the above application in conjunction with the information provided above and the recommendation of the above named group officials and have decided as follows: