



Loan Application Form

Requirements:

1. National ID (Kenyans)/ Valid Passport (Non-Kenyans)
2. A copy of Current Payslip / 3 Months Bank Statement
3. Allotment Form / Standing Order

Note: This is a fillable form. Submit duly completed and signed form to info@balozisacco.com or drop it at our office

Part I - To Be Completed By The Applicant

The statements included in this part must be a true and fair representation of the member's status. In the event that a false representation is made, the Committee reserves the right to deny a loan and the member may be liable to civil action at law. Any alteration(s) must be fully countersigned for. No member should use white out for any alteration(s).

Mno _____ **Official Loan No** _____

1. Application for loan in the month of _____ Year _____
2. Payment options (Bank or M-Pesa)

Bank <input type="checkbox"/>	OR	M-Pesa <input type="checkbox"/>
Bank Name _____		(For loans within Ksh. 250,000/- only)
Branch _____		Phone number MUST be registered for M-Pesa in Safaricom and updated as the default contact in the SACCO
Account No _____		

I hereby declare that the foregoing particulars are true to the best of my knowledge and belief and agree to abide by the By-Laws of the Society, the loan policy, and any variations by the Credit Committee.

3. Member's Names (in full) _____ Nationality _____
4. Member No _____ Payroll No _____ ID No. _____
5. Present Address _____ Mobile No _____
Email Address _____
6. Employer and Address _____ Department _____
7. Position in Employment _____ Terms of Employment _____
8. Specify the type of loan (e.g. Normal) _____
9. Specify the type of application (New, Bridging or Amalgamation) _____
For amalgamation specify the loans to be consolidated _____
10. Amount of loan applied (in figures) Ksh. _____
In words _____
11. Repayment period in months _____
12. Purpose of loan _____
13. The securities I offer to cover for the loan are (tick appropriately)
 Deposit Salary Guarantors Title Deed / Log Book

I hereby authorize the necessary deductions, including applicable monthly interest, to be made from my income as repayment for this loan. I declare that I am not indebted to any other credit society, bank or loan agency (except as listed herein) either as a borrower or endorser.

Signature _____ Date _____

Witness Details

Name _____ Member No _____

ID No _____ Mobile No _____

P.O. Box _____ Email Address _____

Employer _____ Workstation _____

Signature _____ Date _____

Part II – Guarantee

Terms and conditions

- A) In consideration of granting the above loan or less amount that may be approved, we the undersigned, accept jointly and severally liability for its repayment in event of the borrower’s default.
- B) We understand that the amount in default may be recovered by an offset against our deposit in the Society or by attachment of our property or salary, and that we shall not be eligible for a loan until the amount in default has been cleared in full.
- C) I, as the guarantor of the aforesaid, make an oath that the information provided herein is true and that I have not guaranteed any other member(s) to the extent that shall compromise my ability to repay this loan in the event of the applicant’s default
- D) I, as the guarantor, give consent to Balozzi Sacco to share my contacts with debt collectors in case of this loan’s default for purposes of facilitating loan recovery.

Member No	Names In Full	ID No	Amount Guaranteed	Signature	Witness Signature

For Official use only

Part III – Loans Approval

A) Loans Department

- i) The loan is hereby recommended for (in figures) Ksh _____
(In words) _____

- ii) Recoverable in _____ months
- iii) Appraised By _____ Signature _____ Date _____

B) Credit Committee

We have examined the following application in conjunction with the above recommendations and have decided as follows:

- i) Amount of loan approved (in figures) Ksh. _____
(In words) _____

- ii) Recoverable in _____ months
- iii) Loans Manager:
Name _____
Signature _____ Date _____
- iv) Chief Executive Officer:
Name _____
Signature _____ Date _____
- v) Credit Committee:
Name _____
Signature _____ Date _____

Part IV-Terms and Conditions of Loan Application

Please note that this application form contains the initial desire of the member to be bound contractually with the Society by the way of a loan disbursement.

1. Application must be made in Balozi Sacco loan application form
2. The applicant must fill the loan application form in full including bank account details. Incomplete forms will be returned unconsidered. It is desired that all members hold bank accounts for the purpose of loan facilitation.
3. Loans are granted in accordance with the following loan policy requirements which may vary from time to time:
 - a. A member shall have only one loan of each category at a time e.g. Normal.
 - b. The total loans granted shall not exceed 5% of the Society's deposit, in so far as funds are available. The Society reserves the right to defer a loan if funds are not adequate.
 - c. The total deductions including loan repayment shall not exceed two thirds ($\frac{2}{3}$) of a member's gross salary.
 - d. Guarantors who MUST be members of the Society shall not guarantee more than two times their outstanding deposit provided no one guarantor shall guarantee further loans if his/her deposit values have already been exceeded by previous guarantees.
 - e. To qualify for a loan, a member must be at least 6 months old in the Society and shall have saved minimum deposit per month over a period of 6 months. Exemption is made for Karibu loan whose waiting period is 2 months.
 - f. Cash payments to boost deposits do not qualify for consideration in granting any loan until after the expiry of three months.
 - g. Members monthly minimum savings contributions, minimum loan repayment amount and maximum loan repayment period shall be according to the Society's policy.
 - h. The repayment period and interest on the loans may change from time to time.
 - i. The interest charged on bridging and amalgamation may change from time to time.
 - j. School Fees loan applications MUST be supported by relevant documentary evidence as a basis of proof.
 - k. Collateral loan MUST include documentation for the property to be charged.
 - l. The loan application form including all attachments MUST be countersigned.

Check website for detailed information on each loan category.
4. The applicant is required to attach the following:
 - a. For members with checkoff – a copy of his/her national ID card, a pay slip (not more than 2 months old) and an allotment form
 - b. For members without checkoff – a copy of his/her national ID card, a pay slip (not more than 2 months old)/ bank statement (minimum period 3 months) and a standing order.
5. A member will not be considered for a loan if his/her employer is not remitting his/her bi-weekly/monthly contributions to the Society or when he/she has defaulted in loan repayment.
6. A member shall be considered a defaulter, and the loan recalled, after he/she has failed to make payments for three consecutive months. The default shall be remedied by forfeiture of the member's deposit pro rata. In the event that the same is insufficient to make good the proceeds of the loan, the member shall inject cash to enable him/her to continue as a member of the Society.
7. During the loan tenure, the society may share your contacts and loan information with your guarantors & the Credit Reference Bureau (CRB). If the loan is in default the information may further be shared with debt collection agencies.