

BLUCON SACCO SOCIETY LTD

P.O. BOX 744-00204 Athi River| **Head Office:** Namelock Plaza, Ground Floor, Kitengela |Tel: +254-720 301142 /+254-729 257343
Loans queries: 0729 257343| **Credit Officer/ Loan recovery:** 0729 257343 | **Finance queries:** 0720 301142 / 0723 927087.

LOAN APPLICATION FORM

PERSONAL CHECKLIST

I have attached copies of the following documents:

SALARIED MEMBER

- ID/Passport
- PIN certificate
- Referee ID
- Payslip for last 3 months
- Guarantors IDs / Passports

BUSINESS MEMBER

- ID/Passport
- PIN certificate
- Referee ID
- Guarantors IDs / Passports
- Business Registration Certificate

Membership No.

A. Please complete this form in block capitals and return to one of the Loans Officers.
 (Incomplete forms will be returned unconsidered.)

1. MY PERSONAL DETAILS

Title (tick appropriate box) <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss <input type="checkbox"/> Dr. <input type="checkbox"/> Prof <input type="checkbox"/> Other	
Surname	Other Name(s)
Previous Name(s) (e.g Maiden Name)	Nationality
Country of Residence, Nationality	Date of Birth
Telephone contacts	Mobile No.
Personal Email Address:	Current Address.:
Marital status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed	No. of dependants:
Educational Level <input type="checkbox"/> Post Graduate <input type="checkbox"/> Professional <input type="checkbox"/> Graduate <input type="checkbox"/> Others	<input type="checkbox"/> High School
<input type="checkbox"/> Diploma <input type="checkbox"/> Certificate	

2. AMOUNT APPLIED (In words):

(In figures): Kshs......

3. LOAN TYPE

1. Normal 2. School Fees 3. Plot Buying 4. Emergency 5. Asset/Motor Vehicle

Repayment Period..... Repayment Amount.....

SECURITY OFFERED FOR THE LOAN

1. Savings 2. Guarantors 3. Savings and Guarantors 4. Others

4. LOAN REPAYMENT TERM

Loan repayment (Principal + Interest)	Deposit (matched to loan amount)	Total repayment

5. DISBURSEMENT MODE

I am authorizing your office to transfer my loan amount to the following bank account:

Account Name..... Bank.....

Branch Account No(s).....

(No cash repayment is acceptable in the Sacco Offices).

5. EMPLOYMENT DETAILS

Payroll No.....

Name of current Employer..... No. of years with Employer.....

Current salary PM..... Monthly expenditure.....

Terms: Permanent Temporary Contract Self Employed(Others)

Work physical address..... Telephone (office).....

Position..... Department.....

Employment terms..... Employer Email.....

Name of previous employer..... No. of years with previous employer.....

6. BUSINESS DETAILS(Business members only)

Name of business..... Type of business:

Registration No.: PIN NO:

Number of years in operation..... Telephone No.....

Physical address.....

7. ABOUT MY RESIDENCE

Current Residential address (please give full details -

Area: Nearest Market:

Plot No: Current Police Station:

Street Name: Years:.....

Length of stay at present address.....

Previous residence address (if less than 3 years at current residence)

Permanent address if different from present address (foreign nationals, please provide address in home country)

8. REFEREES (One referee must be a relative)

	Referee 1	Referee 2 (Must be a relative)	
Full Name			
Relationship			
No. of years acquainted			
Nationality			
Tel: (Home/Mobile)			
Tel: (Work)			
physical address (Work/Residence)			
E-mail Address			

REPAYMENT GUARANTEE

We, the undersigned acting as guarantors for the loan requested on page 1 of the Application form, understand and agree jointly and severally that all loan interests and deposits with Blucon Sacco Society Ltd, owned by us are hereby pledged as security for the said loan or such part of it as may be granted.

In case of default in repayment by the loanee the Treasurer is hereby authorized to deduct any balance interest and cost appertaining to the aforementioned loan from the securities hereby pledged. Our particulars are as follows:

COMPLETE THIS PART IN BLOCK CAPITALS: GUARANTORS' NAME SHOULD BE WRITTEN IN FULL

MEMBER NUMBER	FULL NAMES	NO. OF LOANS GUARANTEED	DEPOSITS PLEDGED AS LOAN GUARANTEED	EXISTING LOAN BALANCE	GUARANTORS SIGNATURE	WITNESS SIGNATURE
	TOTAL					

GUARANTORS CONTACTS:

1) Name..... Phone No. :
 ID Number: Email:

2) Name..... Phone No. :
 ID Number: Email:

3) Name..... Phone No. :
 ID Number: Email:

4) Name..... Phone No. :
 ID Number: Email:

N/B: Attach Guarantors copy of IDs

WITNESSES CONTACTS:

1) Name..... Phone No. :
 Email: Member No.....

2) Name..... Phone No. :
 Email: Member No.....

3) Name..... Phone No. :
 Email: Member No.....

4) Name..... Phone No. :
 Email: Member No.....

TERMS & CONDITIONS

I understand that the basic rules applicable to this application are as listed and understand the loan will be granted only according to these rules.

1. Members are limited to four times the sum of shares and deposit held, but subject to availability of funds.
2. No member will be permitted to suffer total deduction (including Savings, Loan repayment and interest) in excess of two thirds of his/her basic salary/income.
3. A member will be required to maintain a monthly deposit contribution depending on loan repayment period and amount contribution subject to the current requirements based on loan applied for.
4. Outstanding loans must have been cleared before a new loan is granted OR as per the standing policy guiding respective loan products.
5. Members must have contributed for a minimum period of six consecutive months having a minimum share/deposit contribution of Kshs. 1000/= per month OR must have a minimum shares of Kshs 10,000
6. Emergency and school fees loans will be granted with a maximum repayment period of 12 months and must be supported by documentary evidence.
7. The guarantors must be members of the society and should not have acted as guarantors for more than three other loans.
8. Lump sum contribution for the purpose of securing a loan can be considered only if such money remains in the Society for at least six months, OR subject to 10% commission on lump sum for members in good standing.
9. Lump sum loan repayment for the purpose of borrowing a new loan must be retained in society for at least 3 months.
10. In case of default in payment the entire balance of the loan will immediately become due and payable at the discretion of the Board and all deposits owned by the member and held by the member and any interest and deposits due to the member will be set against the owed amount. The member will also be liable for any costs incurred in the agencies so appointed for the loan balance and accumulated interest.
11. Applications must be received in the society's office on or before 10th of every month or last working day if 10th falls on a weekend or public holiday.

12. **ASSET LOAN**

Search, valuations and registration fees will be paid by the Applicant.

Financing Option

Asset Type	Sacco Contribution	Payment Period
Motor Vehicle	55%	36 Months
Land / plot	65%	36 Months

MEMBER 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 the society, the loan policy and any variations by the board in respect to above sections. **I/we further confirm that, I / we understand that in case of default, the default information will be furnished to a CREDIT REFERENCE BUREAU and Other bodies without prior written consent**

Applicants:

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

Witnessed by:

Name.....Signature.....ID NO.....M/Ship No.....

FOR OFFICIAL USE:

Risk Exposure Computation

Guarantors deposits PledgedKshs

Add Applicants DepositKshs

Less Loan AppliedKshs

(Results must be more than Zero). **TOTAL**.....

(1) LOAN/ CREDIT OFFICER

I certify that the application is/is not within the Rules of the Society. If not, state why

.....

Official signature..... Date

(2) CREDIT COMMITTEE RECOMMENDATIONS

Loan approved Kshs..... Recoverable in

Installments, at an interest rate of one per cent per month on a reducing balance.

Credit committee minute No..... Date.....

Chairman's Signature

Member's Signature.....

Member's Signature.....

(3) COMMENTS BY THE OFFICIALS

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