



**UMOJA
WENDANI
SACCO**
Growing Together

Umoja Wendani Sacco Ltd
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SNO

SCHOOL FEES LOAN APPLICATION FORM

Loan application/agreement for

Member No Receipt No
Amount

A: APPLICANT'S INFORMATION

Applicant's Full Names ID No

(Names should be as it appears on the ID)

Applicant's Address Mobile No

Residence: Estate Hse No Church & Congregation

State the position in the Sacco: *Tick where appropriate* Official Member Staff

Amount of loan applied (In figures) Kshs (In words)

..... Repayment Period

Purpose of the loan

Monthly instalment (exclusive of interest)

B: SPOUSE/REFEREE INFORMATION

Name Relationship

Phone Address

Estate Hse No

C: SECURITY OFFERED

Deposits, guarantor's deposits, title deed

D: REPAYMENT GUARANTEE

We the undersigned hereby accept jointly and severally liability for the repayment of the loan in the event of the borrower's default. We understand that the amount in default maybe recovered by offset against our deposits in the society and that we shall not be eligible for loans unless the amount in default has been cleared in full.

VISION: To empower communities economically and socially

MISSION: Uplift the socio-economic status of our members by offering affordable and diversified financial services

CORE VALUES: Integrity, Accountability, Customer focus, Transparency, Professionalism and Team work

GUARANTORS (ATTACH COPIES OF ID)

MNO.	NAME.	DEPOSITS.	SIGN.	ID NO.	PHONE.
TOTAL					

E: CREDIT HISTORY (Loan With Other Banks, Saccos, Microfinance Institutions, Etc.)

INSTITUTION	AMOUNT	PERIOD	INSTALMENT	BALANCE
TOTAL				

Comments by the Credit Officer.....

F: MONTHLY TURNOVER

INCOMES	EXPENDITURES
Business	House rent
	Electricity
Salary	Water
	Food
Farming	School fees
	Medical expenses
Rental	Travel expenses
	Clothing
Others	Other loan repayments
	Others
Total	Total
Surplus/deficit	

Comments by the Credit Officer.....

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G: TERMS AND CONDITIONS

1. The applicant must complete the form in full and any incomplete form will be returned unconsidered
2. The applicant must have been a contributor for a minimum of six months.
3. Guarantors must be members of the society.
4. The total loan granted shall not exceed three times a member's deposit and is repayable in a period not exceeding 12 months.
5. The guarantor must undertake to assist the society to make sure that the borrower repays his/ her loan within the specified period.
6. Emergency and school fees loans will be granted with a max repayment period of 12 months.
7. The total applicant's deposits together with those of guarantors must be equal to or more than the loan applied for.
8. The applicant must be up to date in paying sinking fund contributions.
9. Any boosting deposits for the purpose of acquiring a loan must wait for a period of 6 months so as to be considered.
10. Loan repayment should be in monthly basis.
11. Loans are granted subject to availability of funds.
12. The loan processing fee is 0.75% of the amount applied but a minimum of Kshs 600.
13. Attach copy of your ID and respective guarantors ID copies.
14. The interest rate per month is 1% on reducing balance.
15. The member's loan repayment history is a major determinant for future loans.
16. A certified fee structure must be attached as proof for approval.

H: DECLARATION

1. I hereby declare that the above particulars are true to the best of my knowledge and agree to abide by laws of the society, the loaning and any other variation by management committee.
2. I declare that am not indebted to any other Savings and credit co-operative society.
3. I accept to pay all the expenses which might be incurred in the process of my loans recovery.
4. In connection with this application and/or maintaining a credit facility with Umoja Wendani Sacco , I authorize Umoja Wendani Sacco to carry our credit checks with or obtain my credit information from, a Credit Reference Bureau. In the event of the account going into default, I consent to my name, transaction and default details being forwarded to a credit Reference Bureau for listing. I acknowledge that this information may be used by a banking institution and other credit grantors in assessing applications for credit by me, associated companies, and supplementary account holders and for occasional debt tracing and fraud prevention purposes.
5. I also consent that the Umoja Wendani Sacco will list me with the Credit Reference Bureau immediately my credit facility goes unpaid for 90 days and above as provided under section 18 of the Credit Reference Bureau regulations 2013.

Applicant Signature **Date**

I: SKETCH MAP OF RESIDENCE

J: BUSINESS LOCATION

K: FOR OFFICIAL USE**CREDIT OFFICER APPRAISAL**

Total shares Kshs x3 Ksh less total outstanding loans Ksh

Maximum entitlement Ksh Delinquency Ksh

OUTSTANDING LOANS:

Outstanding loans; Development/Business

School fees

Emergency

Bima loan

Instant loan

Total Kshs

Name Signature..... Date

L: RECOMMENDATION BY MANAGER

I certify that the application is/is not within the rules and regulations of the society.I also certify that I have scrutinized the applicant's records and found him/her eligible for the loan.

I recommend an amount NOT exceeding Ksh..... Recoverable in months.

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

M: CREDIT COMMITTEE

We have today examined the application in conjunction with the information and remarks made and have decided as follows:-

1. Loan approved Ksh Repayment in months.

2. Deffered/Rejected for the following reasons

CHAIRMAN: Name Signature Date

SECRETARY: Name Signature Date

MEMBER: Name Signature Date

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