



TUNAKUZA UTAJIRI WAKO

P.O.BOX 802-80300 VOI,

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LOAN APPLICATION FORM

Requirements: 1. Attach Copy of National ID/Valid Passport 2. Attach copy of latest payslip

LOAN TYPE:

Fosa Loans: Qwetu Express Qwetu Personal Qwetu Express Plus KARIBU LOAN

Bosa Loans: Qwetu Development Qwetu Smart Qwetu Super Preferential Loan

Others (Specify).....

Branch:..... Form No..... Date.....

1 CLIENT'S PERSONAL INFORMATION

Applicant's Name _____
Employment No/TSC No _____ KRA PIN NO: _____
FOSA A/C No. _____ Member No. _____ Gender _____
National ID/Passport No. _____ Phone No _____
Marital status: Single Married Others _____
Religion _____ Location _____ Nationality _____
P. O Box _____ Email Address _____

2 EMPLOYMENT DETAILS

Name of Employer _____
Work Station _____ Designation _____
Employment Term: Permanent Contract Casual Others _____
Department _____ Duration with Current employer _____
Office Tel No _____

3 LOAN PARTICULARS

Loan Amount Applied (Kshs) _____ (Amount in words) _____
Purpose of Borrowing _____
Repayment period _____ Interest rate _____ %
Monthly installment _____ Loan Series (Number) _____

LOANS TO BE PAID OFF/CLEARED (SACCO,BANKS,MFI,NGO ETC)			
Institution	Amount Borrowed	Monthly deductions	loan balance

4 BORROWERS' DECLARATION

I..... (name) hereby declare that the foregoing particulars are true to the best of my knowledge and belief. I agree to abide by all the terms and conditions governing this loan and any other future amendments as may be reasonably made from time to time. I further declare that I have understood and accepted the terms of this loan product and I hereby authorize the Sacco to credit the proceeds of this loan to my QWETU DT SACCO Fosa account. I also authorize necessary deductions to be made from my salary as repayment for this loan.

Signature..... Date:

Tunakuza Utajiri Wako

5 GUARANTORS INFORMATION AND DECLARATION:

We, the undersigned; hereby accept jointly and severally liability that in an event of default, as the term is defined in the loan agreement, agrees to be personally liable for the repayment of the loan.

We understand that the amount of default may be recovered by offset against our shares/savings in the Society or by attachment of our property or our salary and that we shall not be eligible for loans unless the amount in default has been cleared in full.

I also agree that, I will remain being a guarantor for this loan even when the loan is restructured due to delayed repayment/remittance.

No	NAME OF THE GUARANTOR	ID NUMBER	PHONE NO	SIGNATURE	DATE
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

WHERE COLLATERAL IS USED AS AN ADDITIONAL SECURITY, fill this portion:

No	Name of the Item	Identification make, model, colour etc.	Serial NO	Year of purchase	Estimated Price value
1					
2					
3					
4					
5					
6					
7					
8					
TOTALS					

6: IRREVOCABLE CONFIRMATION BY EMPLOYER

I confirm that the borrower is an employee ofand that all the employment details given are true and based on an irrevocable instructions issued to me by the borrower , I will deduct loan and remit to Qwetu DT Sacco on monthly basis from the employee’s salary . That in the event that the employee leaves the institution, his terminal dues equivalent to the outstanding loan balance and excluding pension benefits will be channeled to Qwetu DT Sacco or withheld by us until letter of clearance is issued by Qwetu DT Sacco.

Representative of Employer Name.....Designation.....

Signature.....Date.....

Confirmation by Employee/Borrower : Sign.....Date.....(Official stamp)



7: FOR OFFICIAL USE ONLY

- a) Loan amount applied KshsRepayment periodAmount Recommended.....
 - b) Savings account balance Kshs.....Share Balance.....Basic pay Kshs.....
 - c) Current Net Salary Kshs..... Monthly Instalment (including interest) Kshs.....
 - d) Outstanding Loans (if any) Kshs.....Net Salary after loan recovery Kshs.....
 - e) Total Eligibility Kshs..... Repayment Period.....Mode of Repayment.....
- Details checked and confirmed that the application is within the society lending regulations;

- a) **APPRAISING OFFICER**.....AMOUNT..... PERIOD:
REMARKS..... SIGN: DATE.....
- b) **COUNTER CHECKED BY (1)**:.....AMOUNT:.....PERIOD:
REMARKS..... SIGN: DATE.....
- c) **BRANCH /OPERATIONS MANAGER**:.....AMOUNT:.....PERIOD:
REMARKS..... SIGN: DATE.....
- d) **CREDIT MANAGER**:.....AMOUNT:.....PERIOD:
REMARKS..... SIGN: DATE.....
- e) **COUNTER CHECKED BY (2)**:.....AMOUNT:.....PERIOD:
REMARKS..... SIGN: DATE.....
- f) **POSTED BY** :AMOUNT:.....PERIOD:
REMARKS..... SIGN: DATE.....

8: CREDIT COMMITTEE APPROVAL

Credit/Management Committee

Minute No..... Meeting held on.....
 Loan approved Kshs..... Repayment period.....monthly installment Kshs.....

Comments

Designation	Name	Signature	Date
Chairperson			
Secretary			
Member			

9: LOAN TERMS AND CONDITIONS AND BORROWER'S DECLARATION

I hereby declare that the foregoing particulars are true to the best of my knowledge and belief. I agree to abide by the society's By-laws, Credit Policy Terms and Conditions . I further declare that I have understood the terms of this loan product and I hereby authorize Qwetu Sacco to credit the proceeds of this loan to my account. I do accept personal liability for the repayment of the principal and interest amounts until the loan is fully settled.

In consideration of Qwetu DT Sacco Ltd. ("The Society") granting me the amount of loan herein applied for or as may be approved by its Board of directors, I hereby declare THAT,

1. I am a member of the society and shall not withdraw from the society, do or omit to do anything which may result in my said membership being withdrawn , suspended or cancelled while the loan herein is outstanding
2. My deposits together with those of my guarantors and additional security attached are sufficient over and secure the loan amount applied for herein
3. My current and future employers are authorized to deduct and directly remit, from my salary or wages , the amount indicated herein or as may be advised by the society as the monthly repayment amount until payment in full. This instructions shall remain irrevocable until the loan amount is paid in fulltogetjher with interest thereon as may from time be asdvised by the Society.
4. I undersatnd that the society may at its sole discretaion treat as a breach of loan conditions any revocation the instruction in paragraph 3 above without optaining the prior written consent of the society.
5. In the event that I am not salaried at the time of entering this agreement or I have opted to service the loan through other means other than by the way of first agreement, I undertake to give and maintain such security security as the society may consider adequate and to review it from time to time as may be advised by the Society. I shall also give to my Bank an irrevocable standing orders for the monthly repayment amount indicated herein, or as advised by the Society , in favour , and I shall not revoke the asisd standing orders while the amount herein remains unpaid.
6. That I shall pay interest on the loan amount outstanding at the prevailing rates or at such other ratre the Society in its sole discretion determines and shall pay such interst in arrears.
7. That I shall pay all fees and charges to cover administrative cost in accordance with the prevailingf Society
8. In the event that my present employment is for whatever reason terminated while the loan herein is not fully repaid , I shall immidietly and not later than 14 days notify the society and in the event that taken up new employment to immidietly notify the society of the details of the new employmnet.
9. In the event that I should, for whatever reason , leave the service of my present employer, any sum of money due to me from the said employer shall be used to settle any balance remaing unpaid or account of the loanamount herein.
10. I authourize Qwetu DT Sacco LTD to carry out credit checks with or obtain my credit information from , a Credit Reference Bureau (CRB).
11. I undertand that in the event that I default in servicing the loan amount herein, the society reserve the right to share my credit information with other finacial institutions, public authourities and the licensed Credit Reference Bureaus(CRB), subject to any applicable law.
12. I undertand that I am obliged to repay the loan amount and the interest as stipulted in this agreement or as maybe advised by theSociety from time to time. In the event that I default in servicing the loan or in any manner breach the loan conditions, the Society reserves the roght to recover the amount due under this agreement by settling against my longterm deposits or other monies held in my account(s) with the Society or any of its affiliaytes , or employ any other menas to recover the outstanding amounts including attaching my assets and properties.
13. That in case I have restructured my loans or I have offset my previous loan, I confirm that any pending checkoff remittances from my employer, will be used to reduce my running outstanding loan balance.

I hereby confirm that I have read, understood and accepted the above terms and agreement.

Applicant's Signature:.....Date.....Time:.....