

SMFB LOAN APPLICATION LETTER

Address;

Date;

The Managing Director,
Safeline Microfinance Bank PLC
50, Libreville Street,
Off Aminu Kano Crescent,
Wuse 2,
Abuja.

Dear Sir/Madam,

Application for Loan /Asset Lease facility; N

I wish to apply for the above stated amount under your Safety Loan/Asset lease/
Safety family Plus/facility.

Kindly process the loan/Asset lease facility through my Safeline MFB account
number

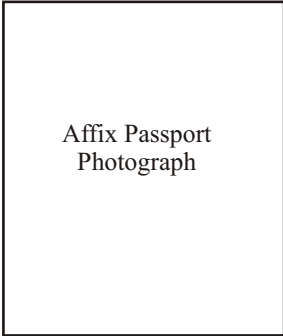
Thank you.

Yours Faithfully,

Applicant's Signature;

Name of Applicant;

INDIVIDUAL LOAN APPLICATION FORM



APPLICANT/BORROWER'S PERSONAL INFORMATION

NAME..... (Kindly state title) AGE
COMMUNITY/VILLAGE..... LGA..... STATE
BRANCH/ACCOUNT No DATE OF OPENING ACCOUNT.....
RESIDENTIAL ADDRESS (*Traceable*)
.....
OCCUPATION..... GSM No GENDER.....
NAME OF EMPLOYER.....
ADDRESS OF EMPLOYER.....
NAME/ADDRESS OF NEXT OF KIN.....
..... OCCUPATION OF NEXT OF KIN

MICRO MARKET

SHOP NUMBER/LOCATION.....
TYPE OF BUSINESS/TRADE.....
MEANS OF IDENTIFICATION.....

DETAILS OF REQUEST

AMOUNT REQUESTED (₦)..... (Amount in words)
TENOR (*Days*)..... REPAYMENT METHOD (*Diary, Weekly, Monthly, Quarterly*)
PURPOSE OF THE FACILITY.....
SOURCE(S) OF REPAYMENT..... PRESENT INDEBTEDNESS TO SAFELINE (*If Any*)
GUARANTEES.....

ATTESTATION

I hereby affirm that the information provided above is true and correct. If found to be incorrect or false the Bank reserves the right to cancel or reject my application.

.....
Applicant's Signature

.....
Date

INDIVIDUAL LOAN GUARANTOR'S FORM GUARANTOR'S AGREEMENT/OATH



This Guarantee is made this..... Day of20.... by
of
(Hereinafter referred to as "Guarantor") whereby in case of any default or failure by
of
(Hereinafter referred to as the "Borrower") to repay the loan granted to him/her by SAFELINE MFB LTD of 50, Libreville Street,
off Amino Kano Crescent, Wuse II, Abuja, (Hereinafter referred to as the "Bank") under the terms and conditions of the offer
letter dated (Annexed hereto), the Guarantor hereby Guarantees:

- 1) To repay the Loan (accumulated interests and charges inclusive) free of taxes, impositions, restrictions now or hereinafter imposed under the Laws of Nigeria diminishing the amount (at its office or as it shall direct) to the Bank under this Guarantee within five (5) working days from the date of receipt of the letter of demand
- 2) To repay all such sums obtained from the Bank notwithstanding the invalidity, death or bankruptcy of the Borrower and regardless of whether the Bank had notice of same.
- 3) To repay all sums due and payable as commission, legal and other costs, charges and expenses which the Bank may incur in obtaining payment of all due sums, In addition, the Guarantor hereby assents to allow the Bank to take all such necessary measures, or legal action to ensure repayment of the Loan (interest inclusive), and shall under no circumstances object to any measure taken by the Bank.
- 4) That if by reason of any incapacity or disability or irregularity or inadequacy of powers or any other reasons the sums due become irrevocable against the Borrower, they shall nevertheless be recoverable from the Guarantor as if the Guarantor were the principal debtor or joint and several principal debtor(s).
- 5) That the liability of the Guarantor(s) shall not be affected by any failure of the Bank to take any security or the invalidity of any security taken.
- 6) The transfer of ownership and rights of all the guarantor's assets to the Bank only to the extent that the assets cover the amount owed to the Bank by the above-named Borrower.
- 7) That this Guarantee shall be in addition to any other guarantee or other security for the loan, which the Bank may now or hereafter hold whether from any Guarantor hereunder or otherwise and on discharge by payment or otherwise shall remain the Bank's property.
- 8) That any notice or demand requires to be given by the Bank hereunder may be given or made by leaving same or sending it by prepaid post addressed to the Borrower place of residence or business.
- 9) That the expressions, "**The Bank**", "**The Borrower**", "**The Guarantor**" whenever used herein include and extend to their successors, assigns personal/ legal representatives, Branch offices and affiliates.
- 10) That this Guarantee is governed by Nigerian law and the Guarantor hereunder agrees to submit to the jurisdiction and competence of the Nigerian Court and Tribunals in all matters pertaining thereto but full liberty to the Bank to resort to the Court of any other country where jurisdiction may exist or be established.

IN WITNESS WHEREOF the Guarantor executes this Guarantee in the manner hereinafter appearing the day and year first above written.

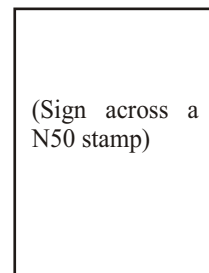
SIGNED by the within-named **GUARANTOR**,

NAME:

ADDRESS:

OCCUPATION:

GSM: **DATE:**



IN THE PRESENCE OF: **OCCUPATION:** **SIGN:**

ADDRESS:

.....20
.....
.....

Dear Sir/ Ma,

RE: OFFER OF ₦(.....)BANKING FACILITY

Further to your application dated2011, we are pleased to convey to you the Management's approval to grant you financial assistance under the following terms and conditions.

Lender SAFELINE Microfinance Bank Limited

Borrower

Facility Type

Purpose

Amount N.....(.....)

Tenor

Repayment *(Of equal installments) Daily, Weekly, Monthly, Quarterly repayment of N..... covering Principal, interest and compulsory savings.*

Interest rate

Service Charge N.....)

Fees

Guarantees

Other collateral

Other Terms and Conditions:Timely repayment of the facility as specified in this offer letter will enable you get increase in future loans from the bank.

Please note that this facility is repayable on demand.

In the event of failure by the borrower to pay any due installment on this facility, interest shall be calculated on the unpaid installment(s) at the bank's default rate currently (10%)flat per month that such installment(s) remains unpaid.

A non repayment of three installments amounts to a default of the entire facility agreement and such default entitles the bank to call in the facility and / or take steps to realize the collaterals, call in the guarantees, reposess assets purchased / leased with the funds and take such further steps as it may deemed fit to recover its funds, including seizure, auctioning, and disposal of the customer's stocks in any way deemed necessary by the Bank.

The bank shall be at liberty to review the rates applicable to this facility in line with prevailing money market conditions from time to time and such review shall be deemed acceptable to the borrower where the facility is not fully repaid immediately.

All legal, statutory, regulatory and out of pocket expenses that may arise in the execution of this facility or in enforcing the terms and conditions in respect of same shall be on the account of the borrower.

No failure or delay by the bank in executing any remedy, power or right above shall operate as a waiver or impairment thereof nor shall it affect or impair any such remedies powers or rights of any such subsequent default.

The bank reserves the right to alter, amend and vary the terms on which this offer is made without recourse to you.

I, _____ residing at _____

hereby confirm that I have undergone the pre-loan training and fully understand all the terms and necessary conditions of this agreement. However, in the event of any default on my part to repay the loan facility (interest inclusive) as and at when due, I shall be charged an additional 10% flat rate on the said loan amount per month.

If the above terms and conditions are acceptable to you, please sign the acceptance column of this letter and return same to the bank.

Thank you.

For: SAFELINE Microfinance Bank Limited.

.....
Field Manager

.....
Group Head, Business Development

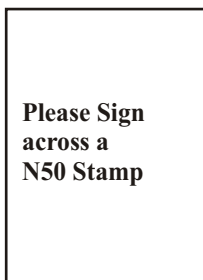
ACCEPTANCE

THE ABOVE OFFER OF =N=.....)

CREDIT FACILITY FROM SAFELINE MICROFINANCE BANK LIMITED IS HEREBY ACCEPTED BY ME.

BORROWER'S NAME.....

SIGNATURE/DATE



(please sign across a N50 Stamp)

WITNESSED BY:

WITNESS NAME:.....

SIGNATURE..... DATE.....

WITNESS NAME:.....

SIGNATURE..... DATE.....

AUTHORITY TO DEBIT AND PAY TO SAFELINE MICROFINANCE BANK LIMITED

This authority to directly debit my monthly salary withand pay to SAFELINE MICROFINANCE BANK LIMITED the sum of N..... (.....) for the month (s) of 20... is given under my hand today the.....day of.....2011.

This authority is made in consideration of a loan facility of N..... (.....) extended to me by SAFELINE MICROFINANCE BANK LIMITED for the period ofdays to enable me

Authority to Debit my Monthly Salary

To: Accountant/Cashier/Paymaster/Personnel Manager/Director
Of.....

Please deduct and debit my monthly salary with the sum of =N= for the months stated below and remit same to SAFELINE MICROFINANCE BANK LIMITED of 50, Libreville Street, off Amino Kano Crescent, Wuse II, Abuja.

<u>Month</u>	<u>Amount to Deduct / Debit</u>
	N (.....)

Authorized by me Sign.....

This authority is binding and irrevocable

Authorize by
Staff/Pay No
Position / Rank
Department
SignatureDate

.....
Official Stamp