

**HARAKA LOAN FORM**

**CHRISTIAN ENTREPRENEURS CO-OPERATIVE SAVINGS  
& CREDIT SOCIETY LTD**

**P. O Box 1460, 09900 KIAMBU TEL: 066-22899 0722-390833**

**CONFIDENTIAL**

**LOAN APPLICATION AND AGREEMENT FORM**

Serial No. \_\_\_\_\_

**A. APPLICANT'S PERSONAL INFORMATION**

1. Member's Name .....
2. Membership No..... I.D. No.....
2. Business Name .....
3. Member's Address .....
4. Physical Address (Town, Street & Building) .....
5. Total Share Contribution. Ksh.....as at.....
6. Position in Business .....
7. Status in Co-op: (Member/Official) .....

**B. ECONOMIC ACTIVITY**

- a) Briefly describe your products or services  
.....  
.....
- b) What is your main income generating activity?  
.....
- c) How long have you been doing it? .....
- f) What are your sales? (please tick on the applicable duration, day or month).
  - On a good day/month in Ksh. ....
  - On a slow day/month in Ksh.....
  - On a regular day/month in Ksh.....
- g) What is your average monthly income from this activity in Ksh. ....
- h) What is your average monthly expense in Ksh.....
- i) What plans do you have for your business activity in the future.....  
.....  
.....
- j) Who are your three (3) main customers? .....

**C. CREDIT**

1. a. How much loan are you applying for? Ksh.....  
 b. How much loan are you servicing on 'normal loan' Ksh. ....
2. How many times have you borrowed from the society before?(please tick where applicable)  
 Never  Once  Twice  Thrice  More (specify)
3. How will you use the loan applied for?  
 Kindly provide a detailed breakdown of the use(s) of the loan.  

Use	Amount (Ksh.)
.....	.....
.....	.....
.....	.....
4. In the event that the business undertaking does not take-off according to plan, what other measures can you put in place to repay the loan on the agreed terms?  
 .....  
 .....  
 .....

**D. SECURITY(IES)**

Guarantors	Share (Ksh)	Loan Outstanding	Signature
1. ....	.....	.....	.....
2. ....	.....	.....	.....
3. ....	.....	.....	.....
4. ....	.....	.....	.....
5. ....	.....	.....	.....

E. 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 deemed appropriate by the credit committee. I further agree that as a condition for the repayment of the loan I will instruct my Bankers to effect monthly installments by a Bank standing order method direct to the Society's Bankers.

**Signature of applicant** ..... **Date** .....

**FOR OFFICIAL USE:**

**E. SECRETARIAT COMMENTS**

1. SHARES CONTRIBUTION LAST TWELVE MONTHS  
(To show Lumpsum & late payments to determine consistency)

- |         |         |          |
|---------|---------|----------|
| 1. .... | 5. .... | 9 .....  |
| 2. .... | 6. .... | 10 ..... |
| 3. .... | 7. .... | 11 ..... |
| 4. .... | 8. .... | 12 ..... |

2. GUARANTORS HISTORY ( To show loans guaranteed and loans taken by guarantors)

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_

**F. REPAYMENT HISTORY (Of previous loans)**

a. Loan # 1 granted on ----- amount Ksh..... repayable  
in -----months at \_\_\_\_\_-% interest.

Comments: -----  
\_\_\_\_\_  
.....

b. Loan # 2 granted on ----- amount Ksh..... Repayable  
in -----months at \_\_\_\_\_-% interest.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
.....

c. Loan # 3 granted on ----- amount Ksh..... repayable  
in -----months at \_\_\_\_\_-% interest.

Comments: -----  
\_\_\_\_\_  
.....

**H. APPROVING COMMITTEE**

1. Chairman Credit Committee

COMMENTS.....  
.....  
.....

SIGN .....Date.....

2. Treasurer Exec. Committee

COMMENTS.....  
.....  
.....

SIGN.....Date.....

3. Chairman, Exec. Committee

COMMENTS.....  
.....  
.....

SIGN.....Date.....

4. Hon. Secretary, Exec.  
Committee.....

.....  
.....  
.....

SIGN.....Date.....

1. Approved amount Ksh..... w.e.f. ....

Total interest repayable Ksh.....

Insurance premium Ksh.....

Cheque Amount Ksh .....

Repayment period ..... To complete by: Month.....Year.....

Repayment breakdown.

Principal Ksh.....

Interest Ksh.....

Total monthly installment Ksh.....