



## **NATIONAL DEVELOPMENT BANK LIMITED**

### **LENDING REQUIREMENTS AS AT .....**

In order for someone to apply for a loan with the National Development Bank Ltd, the following requirements are integral components of a loan application and must be provided to the Bank at the time the application is lodged.

- Application details must be completed including name, address, contacts, business history, banking details.
- All **Agriculture** and **Commercial & Industrial** loan applications are required to provide at least 30% and 40% equity contribution respectively to the proposal unless additional security is provided.
- All assets pledged as security must be acceptable to the Bank and valued by appropriate entities and must include documents confirming ownership with searches completed on these assets where appropriate. E.g. company searches and title searches, motor vehicle valuation, etc.
- General term for agriculture and commercial loans will vary with the nature of the application and can range from two years to five years. Any application requiring a longer term will be dealt with on a case by case basis. Applicants must be able to clearly demonstrate and document their ability to service facilities sought.
- All loans must be adequately secured and appropriate insurance cover taken so that the loan has 100% collateral cover. All collateral items must be valued and insured at the applicant's expense noting the Bank's interest as mortgagee. Insurance Certificate of Currency must be provided to confirm same.
- Applicants must also be able to demonstrate an acceptable borrowing history if applicable or demonstrate the ability to service commitment.
- The bank will consider all applications that fall within the above guidelines.

To enable prompt consideration of your loan application, please ensure the following items are also attended to and/or provided at the time of lodgment of the loan application:-

- Provision of at least three years audited financial statements (Balance Sheet and Profit & Loss Statements plus interim Financial Statements for the current period (i.e. 8 months to August 20xx) and Cash Flow Projections for the 1<sup>st</sup> Year with assumptions/notes and yearly basis thereafter for subsequent years for the full term of the loan) and where required copies of bank statements (last 12 months). Also up to date Debtors/Creditors listing on aged basis required.
- Company applicant's must provide certified Tax Returns for the last three years plus evidence of up to date lodgment of IPA Annual Returns.
- Directors/Shareholders and individual applicants must provide a signed Statement of Financial Position.
- Business Plan/proposal.
- Company & Management Structure & Profile including brief resume of each key management staff.
- Applicant must provide up to date quotes and invoices where applicable for the purpose of the loan.
- If applicant is a registered business or company, a copy of the Business Name or Company Registration Certificate must be provided.
- Where applicable (i.e. business with turnover in excess of K100,000 per year), must provide GST and Income Tax Compliance Certificates or notification is required.
- Provide confirmation of ownership of major assets, e.g. Copy of State Lease, copy of vehicle, equipment or machinery registration papers, copy of investments/shares. All State Lease must be accompanied by original title deed, certified valuation and evidence of up to date land rental receipts. Motor vehicle, equipments and other machineries offered as security, must be valued by a reputable dealer and valuation report provided to the Bank.

Applicable Bank fees that must be paid at time of lodgment of loan proposal:-

- |    |                    |   |   |
|----|--------------------|---|---|
| 1. | Application Fee    | - | 1.50% of loan amount sought <b>(This fee is non-refundable)</b> |
| 2. | Title Search Fee   | - | K150.00 per title search.                                       |
| 3. | Company Search Fee | - | K150.00 per company search.                                     |

**Please, contact any of our Branch Managers, Staff or Representatives, if you require any further information.**