



BESSFA RURAL BANK LTD.

GARU

APPLICATION FOR LOAN INDIVIDUAL BORROWER (NON SALARY CUSTOMER)

INSTRUCTION: Fill in the required information. Print or write clearly. If answer to the question is NO or NONE write NO or NONE on the space provided. If in doubt about any question, request for assistance from the Rural Bank's SUSU Collector / Credit Officer. If space provided for specific data is not sufficient, attach and use additional sheet.

1. NAME OF BORROWER: _____
CITIZENSHIP: _____ DATE OF BIRTH / AGE: _____
HOME ADDRESS: _____
TEL NO.: _____

2. IDENTIFICATION

TYPE OF ID: _____ ID NO.: _____

3. EDUCATIONAL ATTAINMENT:

NAME OF SCHOOL	COURSE	YEAR COMPLETED
_____	_____	_____
_____	_____	_____

4. BORROWER'S WIFE / HUSBAND

NAME: _____ OCCUPATION: _____
ADDRESS: _____
TEL NO.: _____

5. BORROWER'S DEPENDANTS:

NAME:	RELATIONSHIP	AGE	INDICATE IF SCHOOLING
_____	_____	_____	(YES) (NO) _____
_____	_____	_____	(YES) (NO) _____
_____	_____	_____	(YES) (NO) _____

6. OWN BUSINESS: _____

NAME OF BUSINESS: _____
NATURE OF BUSINESS: _____ DATE STARTED: _____
LOCATION: _____
ADDRESS: _____

IS THE BUSINESS REGISTERED? (a) YES (b) NO IF YES PROVIDE DOCUMENTS

TEL NO.: _____

7. DEPOSITS WITH BESSFA RURAL BANK LIMITED

SAVING ACCT. NO: _____ AMOUNT GH¢ _____ DATE OPENED _____
 CURRENT ACCT. NO: _____ AMOUNT GH¢ _____ DATE OPENED _____
 FIXED DEPOSIT NO: _____ AMOUNT GH¢ _____ DATE OPENED _____

8. OTHER OBLIGATIONS:

NAME OF CREDITOR	ORIGINAL AMOUNT	OUTSTANDING BALANCE	DUE DATE	AMOUNT OVERDUE
	GH¢ _____	GH¢ _____	_____	GH¢ _____
	GH¢ _____	GH¢ _____	_____	GH¢ _____
TOTAL	GH¢ _____	GH¢ _____	_____	GH¢ _____

9. PREVIOUS/PAST CREDIT RECORD WITH BESSFA: NO. OF LOAN CYCLES _____ TYPE OF: _____
 FACILITY _____ ORIGINAL AMOUNT GH¢ _____
 SCHEDULE FINAL REPAYMENT DATE: _____
 ACTUAL DATE OF FINAL REPAYMENT: _____

10. PROPOSED LOAN AMOUNT AND PURPOSE

PURPOSE	AMOUNT	DATE NEEDED
_____	GH¢ _____	_____
_____	GH¢ _____	_____
TOTAL	GH¢ _____	_____

11. REQUESTED TERMS OF LOAN: _____ DAYS/MONTH(S) YEAR(S)

MAIN SOURCE OF LOAN REPAYMENT _____

DESIRED REPAYMENT SCHEDULE _____

REPAYMENT IN _____ MONTHLY OR QUARTERLY EQUAL INSTALLMENTS BEGINNING IN _____

12. PROPOSED GUARANTORS

NAME	OCCUPATION	ADDRESS	ACCOUNT NO
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

13. LOAN APPLICATION AND AUTHORIZATION

I HEREBY APPLY FOR LOAN STATED IN SECTION 9 OF THIS APPLICATION. THAT THE INFORMATION I HAVE PROVIDED HERE IS BEST OF MY KNOWLEDGE TRUE AND CORRECT. I AUTHORIZE BESSFA RURAL BANK LIMITED TO VERIFY THE CORRECTIONS OF THIS INFORMATION AND ALSO TO OBTAIN ADDITIONAL INFORMATION IT DEEMS NECESSARY IN EVALUATING MY LOAN APPLICATION.

I ACCEPT THAT THE BANK COULD REPORT ON MY CREDIT TRANSACTIONS TO THE CREDIT REFERENCE BUREAUS, APEX BANK AND THE BANK OF GHANA.

FOR OFFICE USE ONLY

1. RECOMMENDATION OF PROJECT OFFICER

CUSTOMER'S NAME: _____

_____ RECOMMEND APPROVAL

_____ RECOMMEND DISAPPROVAL

Reasons _____

Project Officer _____

Name _____

Date _____

2. RECOMMENDATION OF MANAGER

_____ RECOMMEND APPROVAL

_____ RECOMMEND DISAPPROVAL

Reasons _____

Manager _____

Date: _____

3. LOAN RATIFICATION

We ratify the loan approved by

The Manager

_____ Loan Committee

_____ Board of Directors

Sign _____ Date _____

3A. LOAN DISAPPROVAL

The Request of Loan disapproved of the reasons below:

Sign _____

Name _____

Manager _____

LOAN COMMITTEE _____

BOARD _____

3B LOAN APPROVAL

The request for a loan amount of GH¢ _____

_____ is approved for an
amount of GH¢ _____

for a period of _____ Days/

Months / Years payable (1) in full _____

On _____ Or (2) in

_____ Monthly/Quarterly

Semi-Annual installation beginning

on _____ plus

Interest at _____ percent per annum.

The loan should be secured by

Mortgaged/collateral on (specify Assets) _____

_____ and / or Guaranteed by specify

Manager _____

Sign _____ Date _____

Loan Committee _____ Date _____

Sign _____ Date _____

Board _____

Sign _____ Date _____

CONTRACT OF GUARANTEE

In consideration of your giving time credit, loan, overdraft or other such facilities or accommodation of _____

(Hereinafter called "The Customer")

I/We 1. _____
2. _____
3. _____
3. _____

here (jointly and severally) agree to pay and satisfy to you three days after demand up to the amount hereinafter mentioned **all monies** and liabilities already advanced, paid or incurred on such account, or which you may at anytime **advance**, pay or incur to or for the use or accommodation of the customer together with all interest, discount, **commission** and other banking charges, law and other cost which may become due in connection therewith. **Provided** this my/our liability on this Guarantee shall not exceed the

Sum of _____ plus interest thereon at the rate of _____
Per annum.

And I/We **further** agree as follows:

This Guarantee shall be a continuing Guarantee and in full force until the customer has liquidated his liability cost, capital, **interest**, Bank charges, law costs and other expenses and you shall be at liberty to give time, extension **for the period** of credit or loan or other such credit facilities for customer without prejudice my/our liability to the extension aforesaid.

You shall **also be at liberty** without my/our further assent of knowledge to grant to the customer indulgence time and to **determine enlarge** or vary as credit and to exchange or release any other securities held to be held by you for or an **account** of the monies intended to be hereby secured or any part thereof and to compound or arrange with him **without discharging** or in any manner affecting my/our liability under this Guarantee.

If the customer shall become bankrupt or insolvent or enter into any arrangement or make any composition with this creditors, **you may rank** as creditors and prove against his estate for the full amount of your claim or agree to and accept any composition in respect of the same and you may and shall receive and retain the whole dividends, **composition** or other payments there to the exclusion of all my/our rights against the customer's competition with you. And/we shall not by paying off the sum indemnified or any part thereof prove or claim to prove in respect of the sum indemnified or any part thereof until the whole of claim against the customer has been satisfied.

To the intend that you may obtain satisfaction of the whole or claim against the customer, I/We agree that you may enforce and recover under this Guarantee the full amount hereby guaranteed and interest thereon notwithstanding any other security, mortgage, remedies or guarantee which you may hold or be entitled to in respect of the sum intended to be secured or any pay thereof and notwithstanding any charges for interest which may be debited in your account with the customer or any other account upon which he/they may be liable.

Notwithstanding anything herein before contained, this guarantee shall extend to all accounts of the customer whether the same are his so only, or on account which he is, or may become liable jointly in any manner whatsoever with any bank of persons and in whatever name or firm the same stand, and this guarantee shall not be affected by any change in the contribution of the bank it successors or assigns or by its absorption of or by, in amalgamation with any other bank, banks or other institutions

This Guarantee shall be binding on
My/our successor and assigns
As witness my/our hand this _____

Day of _____ 20 _____

Witness to the Signature(s):

Name: _____

Signature: _____

1 Name: _____

Account Number: _____

Signature: _____

Postal Address: _____

Residence Address: _____

Telephone No: _____

2. Name: _____

Account Number: _____

Signature: _____

Postal Address: _____

Residence Address: _____

Telephone No: _____

3. Name: _____

Account Number: _____

Signature: _____

Postal Address: _____

Residence Address: _____

Telephone No: _____

4. Name: _____

Account Number: _____

Signature: _____

Postal Address: _____

Residence Address: _____

Telephone No: _____

BESSFA RURAL BANK LIMITED

PLEDGE OF SALARY

I, _____ agree to guarantee the
Facility of GH¢ _____ at the rate of _____ % per annum in favour of

A/C NO.: _____

I shall be responsible for the payment of the facility should the customer fail to pay within the due date
My salary could be deducted to pay the facility and all other charges at an interval decided by the bank.

Signature: _____

Voter ID No.: _____

Date: _____

Staff ID No.: _____

Date of Birth: _____

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