



# SUPERIOR HOTELS SACCO SOCIETY LTD

Pearl Palace Hotel 2<sup>nd</sup> Floor, P.O. Box 6622 - 00300 Nairobi.

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## LOAN APPLICATION FORM

Fill in the form in block capitals and submit to the SACCO for processing. The SACCO reserves the right to accept or reject the request regardless of the reasons and/or evidence provided.

### PART 1: APPLICANT PERSONAL INFORMATION:

Name (As per National ID card) \_\_\_\_\_

National ID No. \_\_\_\_\_ Member No \_\_\_\_\_

Hotel Name: \_\_\_\_\_ Department: (e.g. Housekeeping) \_\_\_\_\_

Mobile No: \_\_\_\_\_

Physical Address: \_\_\_\_\_ County \_\_\_\_\_ Estate/Village \_\_\_\_\_

Street/Road \_\_\_\_\_ House No/ Plot LR. No. \_\_\_\_\_

### PART 2: LOAN DETAILS:

LOAN TYPE (Please Tick)	NORMAL LOANS		SUPERIOR LOANS		DEVELOPMENT LOANS	
	Platinum -50k		Superior Advance		Long-Term minimum 1M	
	Golden – 30k		Super Loan (3x)		Short-Term minimum 200k	
	Silver – 20k		Emergency			
	Bronze – 10k		School fees (termly)			

Loan Purpose: \_\_\_\_\_

Net Salary \_\_\_\_\_

Current Monthly Contribution: \_\_\_\_\_

Loan amount applied for (Figures): \_\_\_\_\_

Loan amount applied for (Words): \_\_\_\_\_

Repayment Period: (Months) \_\_\_\_\_

Repayment Amount: \_\_\_\_\_

**PART 3: TOP UP DETAILS**

**LOAN TO BE BOUGHT:**

	<b><u>Tick</u></b>		<b><u>Fill in Figures</u></b>
<b>Emergency Loan</b>		<b>Amount:</b>	

**PART 4: LOAN DETAILS (To be completed by the Sacco)**

Loan Type \_\_\_\_\_ Amount granted (Kshs) \_\_\_\_\_ Date Granted \_\_\_\_\_

Total amount repaid (Principal + Interest) to date (Kshs) \_\_\_\_\_ Outstanding Loan Balance: \_\_\_\_\_

Remaining period to term \_\_\_\_\_ Months (*Attach Certified Statement*)

**NEW LOAN TERMS:**

New monthly Installments (Kshs) \_\_\_\_\_ payable starting \_\_\_\_\_ To \_\_\_\_\_ Loan Tenure extended  
by \_\_\_\_\_ Months: Other new Terms: \_\_\_\_\_

**PART 5: ACCEPTANCE BY MEMBER:**

I authorize the necessary deductions, including interest on loan, to be deducted from my salary as repayment of the loan. I do agree and authorize the use of my final dues and benefits to offset any balance of my outstanding loans at the time of leaving employment. I do accept to abide by the terms of the loan policy provision and the By-laws of this society.

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Account Number \_\_\_\_\_ Bank \_\_\_\_\_ Branch \_\_\_\_\_

**PART 6: REPAYMENT GUARANTEE**

We/I the undersigned hereby give consent to the loan guarantee. We/I jointly and severally accept liability of the repayment of the loan in the event of the borrower's default. We/I understand that the amount in default may be recovered by an equal offset against our deposits in the society or by attachment of salary, property or any other benefits due to us/me.

**Loan Guarantor(s):**

	<b>Name</b>	<b>Phone No.</b>	<b>ID No</b>	<b>Signature</b>	<b>Amount Guaranteed</b>
1					
2					
3					
4					

**FOR OFFICIAL USE ONLY**

**PART 7: RECOMMENDATION & APPROVAL OF TERMS**

We have totally examined the above applicant and have approved the following:

<b>Loan Type:</b>	<b>Loan Amount:</b>
<b>Number of Installments:</b>	<b>Interest Rate: (2% or 7% or 10% or 12%)</b>
<b>Remarks:</b>	

Chair Credit Sub-Committee: \_\_\_\_\_ Sign \_\_\_\_\_ Date \_\_\_\_\_

Vice chair Credit Sub-Committee: \_\_\_\_\_ Sign \_\_\_\_\_ Date \_\_\_\_\_

Member Credit Sub-Committee: \_\_\_\_\_ Sign \_\_\_\_\_ Date \_\_\_\_\_

**PART 7: MANAGEMENT COMMITTEE APPROVAL**

Chairperson: \_\_\_\_\_ Sign \_\_\_\_\_ Date \_\_\_\_\_

Secretary: \_\_\_\_\_ Sign \_\_\_\_\_ Date \_\_\_\_\_

Treasurer: \_\_\_\_\_ Sign \_\_\_\_\_ Date \_\_\_\_\_