



**LOAN APPLICATION FORM**      Serial No.....  
**(TO BE USED FOR LOANS OF UPTO KSHS. 500,000 ONLY)**

**SECTION A****PART I: PERSONAL INFORMATION**

Amount Requested		Affordable Monthly Installment	
First Name		Middle Name	
Date			
ID / Passport No		PIN No	
Marital Status (Tick Appropriately)	Married	Single	Gender(Tick Appropriately)
			Male
			Female
<b>If Married Fill in the Following Spouse's Details</b>			
First Name		Middle Name	
ID / Passport No		PIN No	
Number of Dependents			
Address		Postal Code	
Tel No (Landline).		Mobile No.	
Present Residence (Location or Estate)		Duration of Occupation	
<b>Premises Form of Ownership (Tick Appropriately)</b>			
<b>Premises</b>	<b>Owned</b>	<b>Rented</b>	<b>Leased</b>
Residence			
Business			
<b>Sources of Income</b>		<b>Amount(KES)</b>	
Business			
Personal			
Other			
Estimated Annual Income			
<b>PART II: BUSINESS DETAILS (LIMITED LIABILITY COMPANIES/REGISTERED BUSINESSES)</b>			
Name of Business:			
Date of Registration		VAT No	
Registration Number/Incorporation Number		PIN No.	
E-mail Address		Website	
Mobile No.		Fax No.	
Telephone Office No.			
Postal Address		Code	
Physical Address		Plot No.	
Nearest Landmark		Town.	
Town/Street/Road, Building			
Main Products			
Age of Business			
Directors/Partners(attach copies of ID and Pin Certificates)			

Name	% Shares Held	Pin No.	Telephone No.	ID No.	Address	Directors' Spouse	
						Name	ID No.

**PART III: FINANCIAL INFORMATION****SECTION B****PART I: CREDIT HISTORY**

Have you ever borrowed a loan before(Tick Appropriately) Yes  No

If Yes, Fill in the Following Details

Institution Borrowed From	Date Applied	Loan Granted		Outstanding Loan Balance
		Yes	No	
1.				
2.				
3.				
4.				

**PART II: BANKING ACCOUNTS DETAILS IN OTHER FINANCIAL INSTUTIONS.**

Month/Year	Bank Name	A/C Title	Account Number	Branch	Debit	Credit

NB: Attach Certified Current Six Months Bank Statements.

Monthly Income From Activity	KES	Monthly Expense on Activity	KES.

**PART IV: BUSINESS MONTHLY INCOME AND EXPENSE**

INCOME				EXPENSES			
1.				1.			
2.				2.			
3.				3.			
<b>TOTAL INCOME</b>				<b>TOTAL EXPENSE</b>			

**PART V: BUSINESS'S BALANCE SHEET**

ASSETS				LIABILITIES			
<b>SHORT TERM</b>				<b>SHORT TERM</b>			
Cash (on hand and in Banks)				Creditors (Trade)			
Debtors				Bank Loans			



**SECTION C****Security Details.****a) Guarantor Details**

1. Name.....R/ship with Applicant.....  
 Mobile Tel No.....Postal Address.....Code.....  
 ID Number.....PIN No.....  
 Present Occupation.....  
 Place of Work if employed.....
2. Ancestral Home: District.....Town.....Nearest land mark.....  
 Estate .....Plot Number.....Street .....  
 Division.....Location.....Sub-Location.....  
 Village.....

**3. Monthly Income**

SOURCE		AMOUNT
1.	Employment/business	
2.	Agriculture(tea, coffee)	
3.	Other Sources of Income	
<b>TOTAL</b>		

**Guarantor's Attachable Assets**

Description	Date of Purchase (New/Used)	Serial Number	Estimated Value
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

**b) Land**

Title		Registered Owner	Lessor(if applicable)	Location	Estimated Market Value	Developed	
Number	Size					Yes	No

**Spouse(s) Details**

Name	ID Number
1.	
2.	
3.	

Brief Description of property (indicate whether developed or undeveloped)

**c) Motor Vehicle**

**NB: Must be comprehensively insured**

Registration Number	Registered Owner	Year of manufacture	Engine Number	Chassis Number	Make/Model/Colour

**d) Machinery & Equipment**

Name of Equipment	Registered Owner	Year of manufacture	Serial Number	Colour	Estimated Value	Market Value

I am applying for a loan of Kes. \_\_\_\_\_ to be repaid in \_\_\_\_\_ months and to be used as follows:

\_\_\_\_\_ Kes: \_\_\_\_\_  
 \_\_\_\_\_ Kes: \_\_\_\_\_  
 \_\_\_\_\_ Kes: \_\_\_\_\_  
 \_\_\_\_\_ Kes: \_\_\_\_\_

Estimated Monthly Installment Kes: \_\_\_\_\_

I/We further declare the information given here is true to the best of my/our knowledge and belief I/we further authorize Kenya Industrial Estates Ltd to verify the information given herein and make any reference from any persons/institution named here in.

1<sup>ST</sup> Applicant's Name----- Signature-----Date-----

2<sup>ND</sup> Applicant's Name----- Signature-----Date-----

1<sup>ST</sup> Guarantor's Name----- Signature-----Date-----

2<sup>ND</sup> Guarantor's Name----- Signature-----Date-----

Director's Name.....Company Seal.....Date.....

Director's Name.....Company Seal.....Date.....

Director's Name.....Company Seal.....Date.....

**FOR OFFICIAL USE ONLY.**

Branch: Loan Summary Included: ( ) Yes ( ) No

Internal Valuation Included: ( ) Yes ( ) No

All Attachments Included: ( ) Yes ( ) No

Generating Officer Sign: Date:

Branch Manager Sign: Date:

**General Requirements**

Please ensure you attach the following documents:

1. Current certified Bank statements
2. Quotation/Invoice for items to be funded by KIE Loan
3. Current trade License/Local Authority single business permits where applicable
4. Current professional licenses where applicable
5. 3 copies of identity card for all owners of the business
6. 3 copies of passports photographs for the applicant
7. Copy of Pin Certificate of applicant and guarantor
8. Copy of spouse ID
9. Copy of marriage certificate/ copy affidavit of marriage
10. Copies of name business registration certificate.
11. Sketch map of the business.
12. Sketch map of applicant's residence& security guarantor
13. Photograph of security.
14. Photograph of operations of the business.
15. Audited books of accounts & Management accounts where applicable
16. Credit Reference Bureau Report