RESIDENTIAL DIRECTIONAL SKETCH OF APPLICANT & GUARANTOR

APPLICANT'S NAME: …………………………………...……………………………………………..

ASEDAPA

MICRO CREDIT SERVICES

CUSTOMER LOAN APPICATION FORM

LOAN AGREEMENT

This Loan Agreement is made this ………………...day of …………………20……………. Between Asedapa micro Services of P.O. Box GP 19251, Accra (Asedapa micro service registered under the laws of Ghana, hereinafter called "THE LENDER" which expression shall where the context admit include its successors, assigns and liquidators of the one part and

Mr. / Mrs. / Miss……..of ……… (Address) hereinafter called "THE BORROWER" which expression shall where the context admit include its successors, assigns and liquidators) of the other part.

WHERE AS:

1. The Borrower has requested the requested the Lender to lend him an amount of Gh¢……………... for the purpose of ……
2. The **LENDER** has agreed to provide the requested or approved amount under the terms and conditions as appear hereafter.

NOW THEREFORE THE PARTIES AGREED AS FOLLOWS:
In this agreement the following expression shall have (save where the context otherwise) the meanings respectively attributed to them.

"LOAN" means the aggregate principal amount borrowed and outstanding interest due and interest default charged.

A. INTEREST RATE:

i. The agreed interest rate shall be 7% per month of the principal amount.

B. PENALTY:

i. In the case of default, a penalty charge of 0.5% shall be charged on the outstanding arrears accruing on daily basis.
ii. The penalty shall contain to accrue until the loan is fully repaid.

C. SECURITY:
That cash collateral of 15% of the approved amount is paid in cash prior to loan disbursement as prerequisite for all Market and Enterprise Loan disbursement. Any of the under listed item (s) ticked is fare also provided as additional security.

i. Stock
ii. Vehicle(s) which values not less than 3x the requested amount and ownership transferred to the Lender at the cost of the Borrower.
iii. Personal guarantor shall be pursued to make full payment of the outstanding areas anytime default arises in accordance with the indemnity form signed.

D. LEGAL ACTION

i. Legal action will be instituted against the Borrower and the Guarantor for recovery of all outstanding balance on loan in case of default or breach of this agreement.

ii. All costs incurred in the legal process shall be surcharged to the defaulting party.

E. DECLARATION

I…………………………………………………………………………………………………… have read, understood and agreed to the accompanying terms and conditions pertaining to the loan and accept the financial and curatorial implications of the loan.

SIGNED BY BORROWER …………………………………………..Date………………../……………..…/………………..
In the presence of:

Name……………………………………...…………… Signature……………………...Date…………/……...……/…………..

FOR BANK USE ONLY

1. REQUIREMENT CHECK LIST

SN	DOCUMENTS REQUIRED	CHECKED	DEFERNED	WAIVED	N/A
1.	Duty complete Account opening form				
2.	Specimen signature card duty completed				
3.	Recent passport photograph				
4.	Proof of identity international passport, Driver's license or National Health Insurance care. Valid Ghanaian Voters ID card (original must be signed)				
5.	Resident Permit				
6.	Proof of Address: Utility bill, etc.(Certifies true copy acceptable original is not held)				
7.	Letter from Employer / School (for salary account and or student only.				
8.	Reference Letter (other's)				

2. AUTHENTICATION FOR POLITICALLY EXPOSED PERSONS

Is the Applicant a Political Exposed person? Yes No

If Yes Proceed with PEP assessment form Position: ……………………………………….

3. CUSTOMER RISK PROFILE

Low Risk Medium Risk Medium High Risk D. High Risk

Identification of **DESIGNATED NON FINANCIAL BUSINESS &PROFESSIONAL (DNFBPS)**

Is Customer a DNFBP? Yes No Indicate type of DNFBP

FORMS FILLED BY…………………………………………………………………………………………...

Application status ☐ Approved ☐ Denied ☐ Deferred

GH¢……………………..

Date:……../……../…….

GUARANTOR LOAN INDEMNITY

I………………………………………………...……………….....of house number……………………..…………….. with identification details attached, do hereby make this declaration with sound mind without any influence by any person whatsoever on this ……………...……… day of ……………….. 20……………………in relation to the sum of GH¢…………………… ……………………... (…………………………………………………………......)

granted to ……………………………………by Asedapa micro services that

1. I know the applicant personally in terms of his/her business, residence and family.

2. I have unequivocally accepted to be the guarantor to the loan and indemnify it within the loan term.

3. I have also unequivocally accepted to pay all outstanding loan arrears in the case of death indisposition and/or incapacitation of the Borrower.

4. In the event of default, I authorize the Lender to contact me to quick settle the default and its related charges.

5. I emphatically state here that I shall make a provision of GHS……………… on …………………….. basis to cater for any default that may arise on the part of the Barrower.

6. I am aware that issuing dud cheque (s) is an offense: criminal under the law of Ghana and shall be persecuted by a count of competent jurisdiction.

7. I pledge my sincerity to perform my obligation as a guarantor and also collaborate with the lender to ensure that the Borrower also performs his/her obligations as excepted.

The content of the loan agreement and the indemnity has been read/read and explained to me by ………………………………………………...……….. in the ………………...……………….. Language. I have clearly understood the loan transaction and the nature and extent of my liability under this indemnity and afford the opportunity to secure an independent advice on the same before executing this indemnity.

By appending my signature, I agree to the above causes.

Signed/ Thumbprint:……………………………………………………………… Date:………………………………

Name:…………………………………………………………...………… Tel………………………...……………..

LOAN APPLICATION

(Applicant's address)

………………………………….

……………………………………

…………………………………….

……………………………………..

The Branch Manager,

Asedapa Micro Services

Branch………………………………

Date………………………………….

Dear Sir / Madam,

Application for loan facility

I wish to apply for a loan facility of GHS ………………………………………. (……………………………………………………………………………………..…… for the purpose of ……....…………………………………………………………… ……………………………………………………………………………………………

The loan would be payable in

(duration……………………on……………………..basis. I am readily available submit all needed documents that will enable me acquire this loan. I look forward to get a favorable feedback from you.

Thank you.

Yours faithfully,

Name: ………………………………………………………………………........

Signature / Thumb print: …………………………………………………………

MARKET LAON

TICR NUMBER:…………………………………………………………………………………………

LOAN ACCOUNT NUMBER:………………………………………………………………………………

TITLE: ☐ MR ☐ MISS ☐ OTHER……………………………………………

SURNAME:………………………………………………… FIRST NAME:………………………………………………

OTHER NAMES:………………………………………… ALIAS NAME……………………………………………………

DATE OF BIRTH:……………/……………...../…………….. GENDER: ☐ MALE ☐ FEMALE

PLACE OF BIRTH………………………………………………………HOMETOWN…………………………………………

TELEPHONE NUMBERS:………………………………………………… ALTERNATIVE NUMBER…………………………

DIGITAL ADDRESS……

RESIDENTIAL:………

NO. OF DEPENDENTS……………………………………………………………………………………………………

PLACE OF WORSHIP……………………………………………………………………………………………………

NATIONALITY……………………………..ID TYPE:…………………………….ID NUMBER……………………………

MARITAL STATUS……………………………………………………...SPOUSE NAME………………………………………

SPOUSE OCCUPATION:…………………………………………………………...SPOUSE TEL:..

Is your spouse aware your intension to take a loan? ☐ YES ☐ NO

NEXT OF KIN

NAME ……

RELATION………………………………………………………………………….CONTACT……………………………………

LOAN DETAILS

AMOUNT REQUESTED: GHS……………………………………………………(…………………………………………………

………..)

PURPOSE OF LOAN:………………………………………………………………………………………………………

NATURE OF BUSINESS…………………………………………………………………………………………………...

LOAN DURATION:………………………………………… FREQUENCY OF REPAYMENT…………………………………

GUARANTOR DETAILS

SURNAME…………………………………………………FIRST NAME…………………………………

OTHER NAMES:…………………………………………. ALIAS NAME………………………………………

DATE OF BIRTH………/……………../………………. GENDER ☐ MALE ☐ FEMALE

TEL: NUMBER……………………………………... ALTERNATIVE NO:……………………………………

RESIDENTIAL:………………………………………………………………………………………………

ID TYPE:………………………………………………ID NUMBER……………………………………

NATIONALITY……………………………………………………………………………………………

OCCUPATION:……………………………………………………………………………………………

BUSINESS LOCATION……………………………………………………………………………………..

REASON TO GUARANTEE:…………………………………………………………………………………

RELATIONSHIP TO APPLICANT……………………………………………………………………......

DECLARATION:

By signing below, I declare that the information provided above are wholly true and that I should be held personally liable for any wrong information or misrepresentation.

APPLICANT:………………………………………………… Date:………/………/………..

GUARANTOR: :………………………………………………… Date:………/………/………..