



### CREDIT APPLICATION FORM

#### (A) CUSTOMER INFORMATION

REGISTERED NAME:

NATURE OF BUSINESS:  LIMITED COMPANY  PARTNERSHIP  SOLE PROPRIETORSHIP

REGISTRATION NO:  DATE OF REGISTRATION:

KRA PIN:  DATE BUSINESS STARTED:

PHYSICAL ADDRESS:   
*BUILDING/STREET/ROAD*

POSTAL ADDRESS:  CODE:  TOWN:

OFFICE TELEPHONE NO.  MOBILE NO.

EMAIL:  WEBSITE:

BUSINESS LINE/  
INDUSTRY

NO. OF EMPLOYEES:  BUSINESS PREMISES:  OWNED?  RENTED?

NAME OF CONTACT PERSON:

MOBILE NO:  EMAIL:



**(B) BANK ACCOUNT INFORMATION**

1) NAME OF BANK:

BRANCH:  ACCOUNT NO:

2) NAME OF BANK:

BRANCH:  ACCOUNT NO:

3) NAME OF BANK:

BRANCH:  ACCOUNT NO:

4) NAME OF BANK:

BRANCH:  ACCOUNT NO:

5) NAME OF BANK:

BRANCH:  ACCOUNT NO:

**(C) DIRECTORS/SHAREHOLDER/PARTNERS INFORMATION**

|   | NAME OF DIRECTOR/<br>SHAREHOLDER/<br>PARTNER | %<br>SHARE<br>HOLDING | ID NO. | KRA<br>PIN | MOBILE<br>NUMBER | EMAIL |
|---|--|-----------------------|--------|------------|------------------|-------|
| 1 |  |                       |        |            |                  |       |
| 2 |  |                       |        |            |                  |       |
| 3 |  |                       |        |            |                  |       |
| 4 |  |                       |        |            |                  |       |
| 5 |  |                       |        |            |                  |       |



**(D) OTHER BORROWING INFORMATION**

|   | NAME OF LENDER | NATURE OF FACILITY | DATE ADVANCED | ORIGINAL AMOUNT | CURRENT BALANCE | MONTHLY REPAYMENT | SECURITY PROVIDED |
|---|----------------|--------------------|---------------|-----------------|-----------------|-------------------|-------------------|
| 1 |                |                    |               |                 |                 |                   |                   |
| 2 |                |                    |               |                 |                 |                   |                   |
| 3 |                |                    |               |                 |                 |                   |                   |
| 4 |                |                    |               |                 |                 |                   |                   |
| 5 |                |                    |               |                 |                 |                   |                   |

**(E) DETAILS OF THE CREDIT APPLICATION**

|   | PRODUCT                  | APPLIED AMOUNT | REPAYMENT PERIOD | NAME OF BUYER / SOURCE OF REPAYMENT |
|---|--------------------------|----------------|------------------|-------------------------------------|
| 1 | INVOICE DISCOUNTING      |                |                  |                                     |
| 2 | CHEQUE DISCOUNTING       |                |                  |                                     |
| 3 | STRUCTURED TRADE FINANCE |                |                  |                                     |
| 4 | BUSINESS LOAN            |                |                  |                                     |
| 5 | LPO FINANCING            |                |                  |                                     |
| 6 | GUARANTEE                |                |                  |                                     |
| 7 | OTHERS                   |                |                  |                                     |

**(F) DETAILS OF SECURITY OFFERED**

|   | DESCRIPTION | L.R./REG NO | LOCATION/MAKE | REGISTERED OWNER | ESTIMATED VALUE |
|---|-------------|-------------|---------------|------------------|-----------------|
| 1 |             |             |               |                  |                 |
| 2 |             |             |               |                  |                 |
| 3 |             |             |               |                  |                 |
| 4 |             |             |               |                  |                 |
| 5 |             |             |               |                  |                 |



**(G) FINANCIAL INFORMATION**

| DETAILS FOR THE LAST 12 MONTHS ON:   | FROM.....<br>TO..... |                 | AS AT LAST MONTH END DATE |
|--|----------------------|-----------------|---------------------------|
| SALES  |                      | STOCKS HELD     |                           |
| COST OF GOODS SOLD   |                      | TRADE DEBTORS   |                           |
| OPERATING EXPENSES   |                      | TRADE CREDITORS |                           |
| OTHER COSTS  |                      | OTHER DEBTS     |                           |
| NET PROFIT (BEFORE TAX)  |                      | PAID-UP CAPITAL |                           |
| AVERAGE CREDIT DAYS PROVIDED TO CUSTOMERS  |                      |                 |                           |
| AVERAGE DAYS TAKEN BY CUSTOMERS TO PROCESS CLAIMS                                  |                      |                 |                           |
| AVERAGE PROJECTED MONTHLY VOLUME FOR INVOICE DISCOUNTING.                          |                      |                 |                           |
| ARE YOUR RECEIVABLES ENCUMBERED TO ANOTHER LENDER? IF YES, PLEASE PROVIDE DETAILS. |                      |                 |                           |

**(H) INTRODUCER/REFEREE**

SURNAME:

OTHER NAMES:

MOBILE NO:  EMAIL:

COMPANY:

**DECLARATION**

The foregoing information is true and correct to the best of our knowledge and belief. We hereby authorize Discount Capital Limited or its agents to verify and investigate any or all of the foregoing statements, including but not limited to our own creditworthiness and financial responsibility. We grant Discount Capital Limited the right to procure any and all credit reports pertaining to the applicant and its principal shareholders and directors/partners. We hereby authorize Discount Capital Limited to disclose and or obtain any information relating to our account(s) to and or from any credit reference bureau or any other institution or third party as it deems necessary.

We declare we have not been adjudged bankrupt.

We understand that you may in your sole discretion reject this application without having to provide any reasons. We further acknowledge that credit privileges, if granted may be withdrawn at any time.

|           |  |           |  |
|-----------|--|-----------|--|
| Name      |  | Name      |  |
| Signature |  | Signature |  |
| Title     |  | Title     |  |
| Date      |  | Date      |  |



**Discount Capital Limited**

**Kindly attach the following documents to your application**

|    | <b>DOCUMENT</b>   | <b>COMPANY</b> | <b>PARTNERSHIP</b> | <b>SOLE PROPRIETORSHIP</b> |
|----|---|----------------|--------------------|----------------------------|
| 1  | Copy of the Identification document(s) of the directors/partners/sole (National ID or passport) | ✓              | ✓                  | ✓                          |
| 2  | Copy of Memorandum and Articles of Association or CR1 and CR2/ Partnership deed                 | ✓              | ✓                  |                            |
| 3  | Copy of Certificate of Incorporation/ Business Registration Certificate                         | ✓              | ✓                  | ✓                          |
| 4  | Copy of the PIN Certificate of company/ business/ directors/ partners/proprietor                | ✓              | ✓                  | ✓                          |
| 5  | Copy of Tax Compliance Certificate of Company/ Business   | ✓              | ✓                  | ✓                          |
| 6  | Copy of Trading License   | ✓              | ✓                  | ✓                          |
| 7  | Latest six months bank statements   | ✓              | ✓                  | ✓                          |
| 8  | Passport size photo of directors/ partners/proprietor   | ✓              | ✓                  | ✓                          |
| 9  | Copy of logbook/title   | ✓              | ✓                  | ✓                          |
| 10 | Latest Management Accounts and Audited Accounts for borrowing of over Kshs 5million             | ✓              | ✓                  | ✓                          |
| 11 | Water/Electricity bill  | ✓              | ✓                  | ✓                          |
| 12 | Lease/Ownership document  | ✓              | ✓                  | ✓                          |
| 13 | Financial projections   | ✓              | ✓                  | ✓                          |

**OFFICIAL USE ONLY**

| <b>COMMERCIAL MANAGER/OFFICER</b> | <b>SIGNATURE</b> | <b>DATE</b> |
|-----------------------------------|------------------|-------------|
|                                   |                  |             |