

APPLICATION FOR A LOAN ON FIXED PROPERTY (CORPORATE)

Tick Appropriate Box

New Loan		
Further Advance		State Loan Account No.

Tick Appropriate Box

Low Density	
High Density	

Interviewer:	Log No.
Comments:	
.....	
.....	

1. Full Names of Organisation:

(i) Date of Incorporation

- N.B.** Documents to be submitted: (i) Financial statements for the last two years and up to date Management Accounts
(ii) Memorandum and Articles of Association

2. Contact Details:

Name and designation of contact official:

Telephone: Home Business Cell

Fax Email:

Physical Address of Registered Office

Postal Address

3. Nature of Company's Business:

.....

4. Particulars of Issued Share Capital (Private Limited Companies only):

Name of Shareholder	Date of Birth	Address	*	Shares Held
Total Issued Shares:				

* Please indicate directors with X

How many of the issued shares are held or controlled, directly or indirectly, by shareholders normally resident outside Zimbabwe:

Number: = % of total issued shares

N.B. It is the Society's policy to require Acts of Suretyship from all directors.

5. Contractual Powers

Under which clauses of the Memorandum and Articles of Association is the Company empowered to:

- {a} Raise loans/borrow money (state limit if any)?
- {b} Mortgage immovable property?
- {c} Utilise the funds so raised for the purpose for which this loan is being applied for?

6. **Company Structure:**

- {a} Name of Holding Company Address
- {b} Names and Addresses of other companies under the control of the directors of applicant company:
 - (i) Name: Address
 - (ii) Name: Address
 - (iii) Name: Address

7. **Credit Record**

- {a} Have any of the company's directors ever been declared insolvent or assigned their estate? Yes No
- {b} Are there now or have there been Civil Judgements against any of the company's directors? Yes No
If yes, give details
- {c} Have any of the company's directors ever registered a mortgage bond and/or provided a guarantee? Yes No
If yes, give details Current liability \$.....

8. **Existing Accounts:**

- {a} Does the company or its directors have any existing Investment or Mortgage accounts with CABS? Yes No
If yes, give the following details:

Name	Type	A/c No.	Balance \$.....
Name	Type	A/c No.	Balance \$.....
Name	Type	A/c No.	Balance \$.....
- {b} Other financial institutions with which the company holds deposit accounts:

Name	Branch.....
Name	Branch.....

N.B. Please complete debit order/stop order application form.

9. **Loan Details:**

- For what purpose is the loan required?
- Amount of loan required \$ Repayable over years

10. **Collateral / Additional Security:**

- Should the Society require collateral security, state the type and amount of security that the company can provide.
Type
- Amount \$
- Details of Property to be mortgaged:**
- {a} Description per title deeds

Area of land (in square metres)	Physical Address
.....	Suburb or Township
Purchase price \$	Date of purchase

 Name of registered owner **(copy of agreement to be submitted)**
 Amount of cash available for balance of purchase price / project \$
 Where held
 Transferring Legal Practitioners
 Amount of transfer fees / bond costs available \$
 Where held

10. cont.
- {b} If property bonded, state: Bondholder Amount owing \$
- {c} Are the premises accessible to the Society's valuator? Yes No
- {d} Details of person to be contacted for access to the property: Name
Tel. No.
- {e} Please quote stand number value of and liability on any other immovable property owned by the company:
.....

11. Loans for Proposed Improvements:

- {a} Cost of proposed improvements \$..... *Signed tender and working plans must be submitted*
- {b} Name and address of: (i) Contractor
(ii) Architect
(iii) Engineer
(iv) Quantity Surveyor
(v) Other professionals

N.B. Where Applicable:

- {c} Do you intend to sub-contract? Yes No
If yes, give details: Subcontractor Nature of work
- {d} Date of commencement Anticipated time to complete

12. Are there any white ants, borers, beetles, dry rot, decay, patent or latent defects etc. in any building on the above properties?
Yes No
If yes, give details:
- Are there any servitudes or any other matters relating to the property detrimental to the Society's interests?
Yes No
If yes, give details:

13. Should you wish to give any other relevant information, please do so on a separate sheet of paper.

14. In the event of the loan being granted:

- {a} The Organisation acknowledges that it will be bound by the rules of the Society and the conditions contained in the Society's standard mortgage bond document and, in the case of building loans, by the Society's Minimum Specifications. (The Society's Rules, Mortgage Bond document and minimum Specifications are available for your inspection.)
- {b} The Organisation undertakes to pay the costs of the mortgage bond and any other security required by the Society.
- {c} The Organisation authorises the Society to effect any insurance of the buildings that shall be required with RM Insurance (Private) Limited at its own expense. This insurance will include builder's risk on buildings in the process of erection.
- {d} The Organisation authorises the Society to pay out of the proceeds of the loan outstanding rates or loans due by it that represent preferent charges against the property.
- {e} The Organisation undertakes to pay the Society the valuation fees at the scale at present in force. The Organisation understands that the relevant valuations made are for the information of the Society only.
- {f} The Organisation undertakes to pay the costs of a Surveyor's Certificate, if required by the Society to identify the property.
- {g} The Organisation acknowledges that the Society shall have the right to withdraw from this loan if, in its opinion, the registration of the mortgage bond is unduly delayed, or if any information given by me/us in connection with this application is found to be false.

The Organisation declares that, to the best of its knowledge and belief, the particulars set out in this application are true and that no information that might affect the decision of the Society has been withheld. The Organisation acknowledges that the Society does not in any way warrant that the cost of the property (including any existing or proposed improvements thereon) is reasonable or that such property is or will be free from defect.

Signature of Authorised Officials	Full Names	Date
.....
.....

FOR OFFICE USE ONLY

Financial Information:

As at As at

Turnover		
Gross Profit		
Net Profit Before Tax		
Net Profit After Tax		
Share Capital		
Shareholders' Equity		
Borrowed Capital		

	Date rec.	Received by		Date	Actioned by
Acceptance			Date of registration of bond		
Builder's Waiver			Date of receipt of advice of registration		
Minimum Specifications			Property description checked		
Building Loan Addendum					
Approved Plan					

DISBURSEMENT – ORDINARY LOANS

Date Issued	Guarantees Issued etc Name of Payee	Amount	Initials	Date Paid	Amount	Cheque or JV Number	Initials

DISBURSEMENT – ORDINARY LOANS

Date Paid	Name of Payee	Amount Paid	Available on Retention	Cheque or JV Number	Initials