

Kafalat Loan Guarantee Application

Checklist for required supporting documents

I. Required documents related to the borrower:

For Individuals

- 1. Borrower ID and/or Commercial Register
- 2. Statement from the Risk Centre at the BDL for the borrower and his/her guarantors (statement should not be older than three months)
- 3. Signed CDR document in favor of Kafalat SAL
- 4. Telephone no.

For companies

- 1. Identity Card of the partners and the commercial register of the company
- 2. Statement from the Risk Centre at the BDL for the company, the partners and/or the guarantors (statement should not be older than three months)
- 3. Signed CDR document in favor of Kafalat SAL
- 4. Telephone no.

II. Required documents related to the loan:

- 1. Feasibility study that shows the financial requirements of the borrower and the means of repayment (any alternative study that shows the sources of funding and where they are spent)
- 2. Permits or initial approvals from official authorities that authorize the applicant to manufacture product or execute the activity or work at the core of the venture. The relevant official authority depends on where the business is located, and on what the business is about: ex. Municipality, Ministry of Health, etc.
- 3. Financial statements for the last three years if available
- 4. If the turnover of the organization is above 1 million US\$/year, the list of the employees of the organization that are registered with the National Social Security Fund (NSSF)
- 5. List of guarantees related to the loan with the guarantee documents
- 6. Pro-forma invoices for equipment, raw materials and spare parts to be purchased with the funds borrowed

III. Required documents related to the location of the business:

- If the location of the business is rented:
Rent contract and real estate ownership document for the location of the business. The rent contract needs to be valid for the whole duration of the loan unless the contract is regulated by law 92-195. *In other words, in the case the rent contract is regulated by law 92-125, that is if the rent contract was signed before 1992, then the rent contract must not state that its validity exceeds the duration of the loan.*
- If the location of the business is owned by the borrower:
Real estate ownership document for the location of the business.

IV. Required documents related to applying for a second Kafalat loan, i.e. loans for business that have previously benefited from a Kafalat loan guarantee:

- 1. All official invoices related to the previous loan
- 2. Feasibility study that shows the need to increase the loan
- 3. Financial statements for the previous period
- 4. Bank account statement for the previous loan account
- 5. Report on the expansion of the business that shows the usage of the previous loan.