



## **CIVIL SERVICE REVOLVING LOAN SCHEME APPLICATION FORM**

### **BATCH 19**

#### PART A PERSONAL DETAILS

Full Name:

Date of birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Phone#: \_\_\_\_\_

Residential address:

Marital status: \_\_\_\_\_ Next of Kin: \_\_\_\_\_ Phone #: \_\_\_\_\_ Sex: M/F

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#### PART B EMPLOYMENT INFORMATION

Ministry/Department Address:

Position:

Employment #: \_\_\_\_\_ Grade: \_\_\_\_\_

Monthly net salary: *(attach most recent pay slip)* \_\_\_\_\_ TIN#: \_\_\_\_\_

Date of 1<sup>st</sup> Appointment: .....

Remaining length of service to retirement .....years

- Confirmed
- Unconfirmed

#### PART C

Did you previously apply for loan from the CSRLS? a. Yes b. No

If yes, please state the type(s) of loan: .....

Were you successful? a. Yes b. No

Please state the year(s): .....



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PART D

TYPE OF LOAN: (*Please select the most appropriate section*)

- Personal Loan
- Car Loan
- Housing Loan

SECTION A- PERSONAL LOAN

Amount Requested:	Amount in words:
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Purpose of loan:

1. Bank Account #:

Name and Bank address:

Do you have any current loans: Yes/No <i>(if yes please fill out PartD)</i>		
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Type of security:

- i. Personal guarantor
- ii. 2 guarantors
- iii. Title deed

1 <sup>st</sup> Guarantor Name: _____	Position: _____	Grade: _____
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Ministry/Department Address: \_\_\_\_\_

Employment #:	Tin #:	Phone #:
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Date of 1<sup>st</sup> Appointment: .....

Remaining length of service to retirement.....years

- Confirmed
- Unconfirmed

Signature of 1<sup>st</sup> guarantor..... Date.....



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2 <sup>nd</sup> Guarantor Name: _____	Position: _____	Grade: _____
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Ministry/Department Address: \_\_\_\_\_

Employment #: \_\_\_\_\_ Tin #: \_\_\_\_\_ Phone #: \_\_\_\_\_

Date of 1<sup>st</sup> Appointment: .....  
 Remaining length of service to retirement.....years

- Confirmed
- Unconfirmed

Signature of 2<sup>nd</sup> guarantor..... Date.....

#### SECTION B- CAR LOAN

Amount Requested: \_\_\_\_\_ Amount in words: \_\_\_\_\_

Vendor's Bank Account #: \_\_\_\_\_

Bank Name and address of vendor: \_\_\_\_\_

B-Ban Number of vendor: \_\_\_\_\_

Name and address of vendor: \_\_\_\_\_

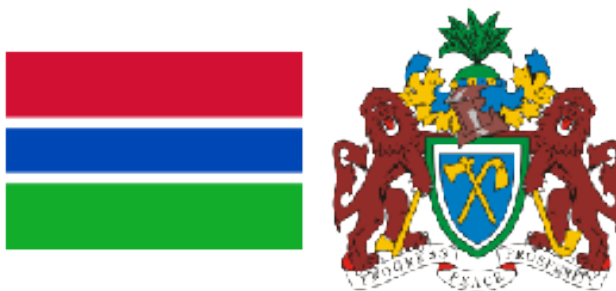
Vehicle type:	Vehicle color:	Registration number:	Year of manufacture:
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Type of Security/Collateral

- i. Bill of Sale
- ii. Title Deed:
- iii. 1 Guarantor

Guarantor's name: _____	Position: _____	Grade: _____
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Ministry/Department Address: \_\_\_\_\_



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Employment #: \_\_\_\_\_ Tin #: \_\_\_\_\_ Phone #: \_\_\_\_\_

Date of 1<sup>st</sup> Appointment: .....  
 Remaining length of service to retirement.....years  
 Confirmed  
 Unconfirmed

Signature of guarantor..... Date.....

Do you have any current loans:  
 Yes/No (if yes please fill out Part  
 D )

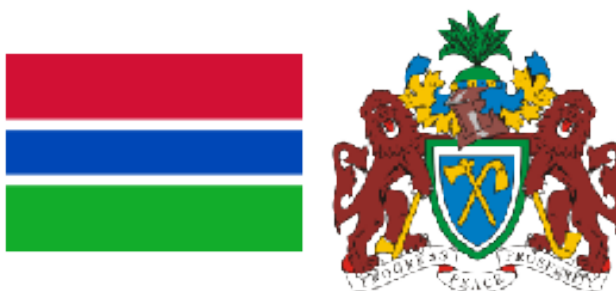
In the event this loan application is approved, I undertake to execute a Security Interest in Moveable Assets in favour of the Management Board of the CSRLS, and on receipt of the vehicle to deliver it and its keys to the Chairperson, Management Board of the CSRLS, who will release it to me upon the signing and registration of the aforementioned Security Interest in Moveable Assets and on production of a valid certificate of insurance.

Signature of applicant: .....

**SECTION C – HOUSING LOAN**

Amount Requested: \_\_\_\_\_ Amount in words: \_\_\_\_\_

Bank Account #: \_\_\_\_\_



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Bank name and Address: \_\_\_\_\_

Purpose of Loan: *(please circle the appropriate section)*

- i. Purchase of landed property
- ii. Erection of a new building
- iii. Building upgrade
- iv. Repair an existing property

Location:

Name of Owner(s):

Mode of Security/Collateral *(please provide copy & attach with form)*

- i. Mortgage

Next of Kin: \_\_\_\_\_

Telephone/mobile No. \_\_\_\_\_

#### PART E OTHER LOANS, DEBTS, OR OBLIGATIONS

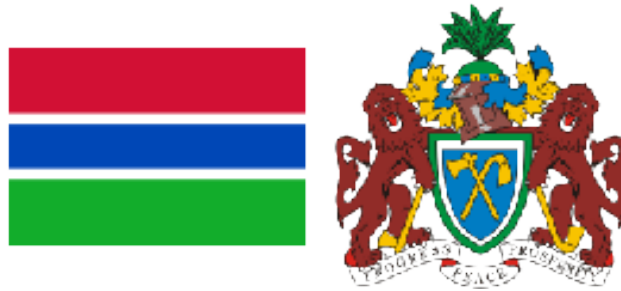
Description	Account no.	Amount

What security did you provide?

- i. Title deed
- ii. Guarantor

#### PART F OTHER ASSETS OR SOURCES OF INCOME

Description	Amount per month or value



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I certify that the information given above is to the best of my knowledge, true and complete. Therefore, I authorise the Management Board of the CSRLS, to verify the information provided on this form as to my creditworthiness and employment history.

Signature of applicant.....	Date.....
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**PART G (For official use)**

(a) Report by the Secretariat of the CSRLS Board (*For salary and employment verification*)

Accurate

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- 
- 
- 
- 

Not Accurate

- 
- 
- 
- 
- 

- Salary and grade
- Date of Birth
- Date of Employment
- Confirmation
- Length of service

I hereby certified that the details provided by the applicant in this form are.....

.....  
.....  
.....  
.....

1<sup>st</sup> Verifying Officer: ..... Signature: .....

Date: .....

2<sup>nd</sup> Verifying Officer: ..... Signature: .....

Date: .....

(b) To be certified by the Secretary, CSRLS Board

Remarks.....

.....

.....

Signature: .....

Date.....

Approval granted/not granted

Approving Authority, Chairperson, CSRLS .....

Signature .....

Date .....