



## Lease Application Form – Sole Trader

Branch: ..... Application Number: .....

### Section 1. (Business Details)

- 1. Surname ..... First Names .....  
.....  
Trading as.....
- 2. Nature of business:  
.....  
(Please provide Business Registration Certificate)
- 3. Registered business premises:  
.....
- 4. Postal address  
.....  
.....  
.....
- 5. (i) Telephone number(s)  
.....  
(ii) Fax number(s)  
.....  
(iii) E-mail address  
.....

(iv) Principal Bankers.....Branch: .....

Amount of Overdraft facility..... Security.....

**Section 2 (Details of Asset to be financed)**

a) **1** **2**

Goods to be leased:.....

Engine No/ Serial No:.....

Chassis No/ Chassis No.....

Reg. No .....

Year of Make.....

Model:.....

b) Address where goods will be kept.....

c) Insurance Company/Broker used:.....

**Section 3 (Details of Management Team)**

Name	Position	Qualification	Years in the Company
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

8. Give particulars of any other financial commitments, e.g. Hire Purchases, Bank Loans, Leases, Overdraft facilities et cetera:

	Amount Borrowed	Amount still Outstanding	Lending Institution	Details of Security	Purpose
a)	.....	.....	.....	.....	.....
b)	.....	.....	.....	.....	.....
c)	.....	.....	.....	.....	.....

d) ..... ..

e) ..... ..

9. Declaration of income:

In support of your income declaration, please attach the following:

- Financial statements for the past 2 years and cash flow projections for the next 12 months.
- Bank statements for the past 6 months to date.

**Section 4 (Loan Details)**

1. Amount required: K.....

2. Cash deposit available from own resources: K.....

3. Net amount of loan required: K.....

4. Repayment period preferred (in years): .....

5. Purpose for which loan is required (purchase of assets, working capital, et cetera):  
.....  
.....

**NB:** Please attach quotation or proforma invoice from the supplier of the asset to be financed or valuation report of the assets and copy of Motor Vehicle Registration Certificate in terms of second hand vehicles.

**Section 5 (Additional information)**

1. Details of any current investments with NBS Bank Limited:

Type of Investment	Amount	Account Number
(a) .....	K.....	.....
(b) .....	K.....	.....
(c) .....	K.....	.....

3. If the loan is to be supported by a guarantee, the guarantor should indicate his/her willingness to act by giving the following details:

- (a) Full names: .....
- (b) Residential address: .....
- (c) Postal address: .....
- (d) Telephone number: .....

**SIGNED** .....

**ON THIS**.....**DAY OF**.....

**IN THE YEAR OF**.....

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FOR OFFICE USE ONLY

Income Details Verified: \_\_\_\_\_

**Signature** .....**Date**.....

Any special conditions attached to the lease.....

.....

.....

**Section 6 (Checklist for ticking off and initialing by the officer to verify compliance):**

ITEM VERIFIED	YES	NO	INITIAL(S)	SIGNATURE
1. Identification of Directors or Partners	.....	.....	.....	.....
2. Certificate of Business Registration	.....	.....	.....	.....
3. Trust Deeds in case of Trusteeship– Check Borrowing Powers	.....	.....	.....	.....
4. Financial details –Accounts for the Past three years, Latest Bank Statements for the past <b>Six</b> Months - leading to the Borrowing date Financial Analysis.	.....	.....	.....	.....
5. Security.	.....	.....	.....	.....
6. Lease Agreement.	.....	.....	.....	.....
7. Directors’ or Partners’ Personal Guarantee.	.....	.....	.....	.....
8. Other Financial Obligations.	.....	.....	.....	.....
9. Completed Application form.	.....	.....	.....	.....
10. Signature of Applicant (s).	.....	.....	.....	.....
11. Acknowledgment of debt.	.....	.....	.....	.....
12. Valuation report collected.				
13. Asset inspected.				
14. Ability to service previous obligations.				
15. Within credit concentration limit.				
16. Contribution received.				

**CHECKED BY**.....

**(Credit Manager)**.....**(Branch Manager)**.....

Date.....Date.....