JCSCS. F.4/2025

JOGOO DT SACCO SOCIETY LTD

COMMODORE OFFICE SUITE, KINDARUMA ROAD,
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PART "A"

LOAN APPLICATION AGREEMENT FORM

IMPORTANT INFORMATION TO NOTE:

1. Member **MUST** submit a duly filled form and attach supporting documents. (e.g., 2 Current Pay slips)
2. A **DEFAULTER** shall not be granted a new loan or allowed to guarantee other members.
3. Any **ALTERATIONS** made on the application form shall lead to loan **cancellation.**
4. All loans granted to members shall be listed on CRB positively or negatively.
5. **In case your Loan is not recovered through the payroll, please ensure that it's paid by CASH, PAYBILL (910600) promptly to avoid Interest in arrears, penalty and DEFAULT**.
6. For non-check-off members, initiate standing order instructions ahead of disbursement.
7. For Private members and members who are on contract/temporary employment terms to attach copy of current contract and or a debit note to the loan application form.
8. **TO BE VALID, THE FORM MUST BE PRINTED ON SINGLE SHEET OF PAPER (BOTH SIDES).**

1: APPLICANT'S PERSONAL INFORMATION (BLOCK LETTERS)

Full Name:		Age:	Gender:
Membership/Personal No.		Personal address	
Employer		Terms of Service:	
Current Station		Address:	
E-mail address		Mobile No:	
Next of Kin Name		Mobile No:	

2: LOAN TYPE (Tick appropriately)

Loan type	Tick	Loan type	Tick	Loan type	Tick	Loan type	Tick
Emergency		Mega		Barkatular Emergency		Golden Hela	
School fees		Development		Barkatular Development		Jisort Advance	
Karibu		Silver		Salary Advance		Jiendeleze	
Super Karibu		Okoa		Hela Chapchap		Other (specify)	
Masomo							

Loan amount applied (for figures):	
Loan amount applied (for words):	
Repayment period in Years	Months
Deposit boost amount required:	

3. LOAN PURPOSE (TICK APPROPRIATELY

Agriculture	Crop Farming		Trade	Whole sale & Retail	
	Animal Production			Hospitality	
	Agribusiness			Transport	
	Agri-supporting activities			Foreign Trade	
Education	Education & Related services		Land and Housing	Land	
Human Health	Health & Related services			Housing	
consumption and social services	Food Expenditure		Finance Investment and Insurance	Insurance	
	Domestic expenditure			Microfinance	
	Consumer durables			Commercial Banks	
	Social & communal expenses			Investment	
				Mortgage Finance	

4. LOAN OFFSET FACILITY							
Please tick loans you wish to be cleared							
Emergency		Mega		Barkatular Emergency		Golden Hela	
School fees		Development		Barkatular Development		Jisort Advance	
Karibu		Silver		Salary Advance		Jiendeleze	
Super Karibu		Okoa		Hela Chapchap		Other (specify)	
Masomo		M-jpesa					

5: PAYMENTS DETAILS

FOSA	Account Number:		
BANK	Account number:	Bank Name:	Branch:

6: DECLARATION BY APPLICANT

I hereby authorize Jogoo DT Sacco Limited to confirm my credit information in other financial institutions and also any registered Credit Reference bureau before processing this loan and also during repayment. In the event of my account going into default, I consent that my name, transaction and default details to be forwarded to credit reference bureau for listing. I acknowledge that this information may be used by banking institutions and other guarantors in assessing application for credit by me, associated companies, and supplementary account holders and for occasional debt tracing and fraud prevention purposes. Further I authorize Jogoo DT Sacco Ltd to use any registered debt collector to recover any outstanding liability owed.

I hereby declare that the foregoing particulars are true to the best of my knowledge and belief. I agree to abide by the laws of the Society, the terms and conditions of the loan, the credit policy provisions and any other future variations by the Board of the Society in totality. I will inform the Society whenever I am transferred from my current work station / ministry. I authorize the necessary deductions, including interest on the loan, to be made from my salary as repayment for this loan.

I, as a member who is outside the check-off system, declare that I will be paying my monthly Sacco contributions including loan repayments (where applicable) plus interest promptly and further undertake not to revoke any loan repayment agreement during the life of the loan without express written consent of the Society as well as my guarantors.

I do agree and hereby authorize the use of my terminal benefits to offset any balance of my outstanding loans at the time of leaving employment from the society. I hereby irrevocably authorize the society to set-off any time all monies held by the society against my indebtedness arising from this facility now or in future whether several or joint, actual or principal debtor and at any time to consolidate without giving notice or receiving notice from me. I also declare that in case the employer delays the deductions, I will be paying personally to the Society's bank account every month to avoid accrued interest until action is taken by the employer.

I willingly provide the above personal information and consent to its use as prescribed in the Jogoo DT Sacco Data Protection Policy (the policy is available on the Jogoo DT Sacco website, www.Jogoosacco.com and in any of our branches)

Signature:_____ ID NO./ PASSPORT NO:_____ Date: _____

PART "B"

REPAYMENT GUARANTEE (TO BE COMPLETED BY GUARANTORS)

This part **MUST** be signed by guarantors having known the amount being applied for. In consideration granting the amount applied for or any lessor amount, we the undersigned h ereb y accept jointly and severally liability for repayment of the loan in the event of the borrower's default. We understand that the amount in default **SHALL** be recovered by an off-set against our deposits with the society, by attachment of our salaries or securities and that shall not be eligible for loan unless the amount in default has been cleared in full. We certify that we are society members.

	Membership/ Personal No	Name:	ID Number	Mobile No	Amount pledged	Signature:	Official Verification
1							
2							
3							
4							
5							
6							
7							
8							
9							

PART "C"

RECOMMENDATIONS FROM BRANCH REPRESENTATIVES / HRM OFFICER.

This loan should be approved / rejected for amount of KShs.……...……

For the following reason……

Branch..... Signature.....Date…….....

PART "D"

FOR OFFICIAL USE ONLY

1. LOAN PROCESSING		
Captured by.....	Date.....	Signature.....
Appraisal Comment		
Appraised by.....	Date.....	Signature.....

2. LOAN APPROVAL

i) CREDIT DEPARTMENT APPROVAL

The Credit department on ……. resolved that the loan application be ☐ Approved ☐ Rejected ☐ Forwarded

As …….. Loan of KShs. (in Figures) .....**(in words)** .....

.....

The total sum plus interest accrued will be repaid in……installments at the rate of KShs..... per month.

Comments: .....

……

.....	……	.....	.....
NAME	**TITLE**	**SIGNATURE**	**DATE**

CREDIT COMMITTEE

Recommendations

.....

Signed: ....
CHAIRPERSON **SECRETARY** **MEMBER**

Date: .....

ii) BOARD OF DIRECTORS

Board Approval / Loanee's Appeal

Comment: .....

.....

....

Under minute No ..... Date.....

Signed: ....
CHAIRPERSON **SECRETARY** **MEMBER**

PART "D"

DISPATCH OF CHEQUES / INTERNET BANKING

The accountant is hereby authorized to prepare a cheque for the amount approved subject to availability of funds.

Payment Mode ..... Amount..... .....

Signature ..... Date.....

PART "E"

RECOVERY OF LOAN

Computer instructed to start deductions from date ..... at KShS.....monthly.

By: Name..... Signature……..……. Date……..……..……..

Terms & conditions apply

E&O

COMMENTS:
