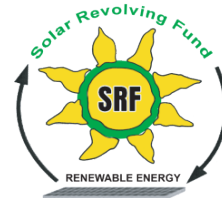


MINISTRY OF MINES AND ENERGY

SOLAR REVOLVING FUND



Grid-Connection Credit Application & Agreement



INDIVIDUAL CHECKLIST	BUSINESS CHECKLIST
<ul style="list-style-type: none"> • Certified Namibia ID <input type="checkbox"/> • Latest stamped payslip <input type="checkbox"/> • 6 months Bank Statement <input type="checkbox"/> • Service Provider (REDs) Quotation <input type="checkbox"/> • Completed monthly Income & Expenditure (page 5) <input type="checkbox"/> • Proof of land ownership (land certificate, title deed or lease agreement) <input type="checkbox"/> 	<ul style="list-style-type: none"> • Company registration documents <input type="checkbox"/> • Director/s Certified IDs <input type="checkbox"/> • 9 months Bank Statement <input type="checkbox"/> • Latest Business Financial Statement <input type="checkbox"/> • Services Provider (REDs) Quotation <input type="checkbox"/> • Good Standing Certificate, NAMRA & SSC <input type="checkbox"/> • Proof of land ownership (land certificate, title deed or lease agreement) <input type="checkbox"/>

Ministry of Mines and Energy,
6 Aviation Road,
Private Bag 13297, Windhoek,

Tel: 061-2848111
Email: srf@mme.gov.na,
Web: www.mme.gov.na



1. LOAN APPLICATION FORM

PERSONAL INFORMATION (mark with an X where applicable)					
Surname/Business name:				First name (s):	
Citizenship:		Identity No:		Date of birth:	
Postal address:		Residential address:			
Telephone (w):		Cell number:		Email address:	
Marital status:	<input type="checkbox"/> Single	<input type="checkbox"/> Married	<input type="checkbox"/> Divorced	<input type="checkbox"/> Widow(er)	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female

PARTICULAR OF SPOUSE (if married)		PARTICULARS OF CLOSEST RELATIVE	
Full name:		Full name:	
Maiden name:		Residential address:	
Date of birth:		Postal address:	
Identity No:		Telephone No:	
Telephone No:		Relationship:	

EMPLOYMENT DETAILS			
Name of employer:		Postal address:	
Physical address:		Telephone No:	
Payroll No: (if applicable)		Name of supervisor:	
Current position:		Salary per annum (N\$): <i>Attach latest pay slip</i>	
Employment confirmation by Employer: a) Date of employment: (Minimum 2 years in employment) b) Employment type:		<input type="checkbox"/> Permanent <input type="checkbox"/> Contractual <input type="checkbox"/> Temporary	Employer Stamp here
Indicate additional income(attach proof):	N\$:	Source of additional income:	

BUSINESS INFORMATION			
Business Type:		Expected income per month from business (N\$): (Attach Latest Financial Statements)	
		Number of years in business:	

BANKING DETAILS				
Name of Bank:		Branch name:		Branch code:
Account number:		Type of account:	<input type="checkbox"/> Cheque <input type="checkbox"/> Saving	

DETAILS OF REQUIRED LOAN	
Loan amount applied for (N\$)	

INSTALLATION INFORMATION			
Physical address:		Regional Constituency:	
Region:		Closest known Town:	
Owner of the Installation place:		Distance to from closes town (km):	
Contact person:		Telephone number:	
Installation Location: (GPS Coordinates if available)	Latitude:		Longitude:



2. LOAN AGREEMENT

Between

Ministry of Mines and Energy (MME) – Solar Revolving Fund (SRF)
 (“Lender”)

and

..... of ID number
 (Full names of Applicant & ID number)
 (“Borrower”)

Under this agreement, MME-SRF hereby lends to the borrower who hereby borrows from the MME-SRF. The cash amount equals to that indicated in the quotation attached to this application (hereinafter Referred to as the “LOAN”) which, together with the amounts mentioned in the schedule is repayable by the borrower to the lender or their successor in the schedule and subject to the general terms and conditions set out in this agreement.

2.1 LOAN TERMS

- i. Repayment Period: Maximum five (5) years
- ii. Interest rate applicable: 5%
- iii. Payable deposit: 5% - 30% of quotation amount (Deposit is dependent of client’s risk status)
- iv. Instalment: Monthly
- v. Method of payment: Debit order or via payroll deduction

2.2 STANDARD CONDITIONS

In the event that the loan is granted to me, I the undersigned hereby undertake and bind myself to:

1. Pay the required deposit (in the range of 5% - 30%) of the purchase price on approval of the loan and before electricity connection.
2. Pay a non-refundable administration fee of N\$350.00 upon approval of my loan application.
3. Pay a once-off credit life protection cover, an amount of N\$1,000.00 for my loan above the threshold of N\$60,000.00.
4. Pay 15% of any deposits made upon cancellation of my loan application.
5. Sign the installation report to certify the completion of work at my premises and that I have received all materials as per quotation approved.
6. Honour MME-SRF monthly instalments until full payment of the loan (not exceeding five years) through a bank debit order or via payroll deduction.
7. Pay 5% interest on loan for the period of 60 months (5 years).
8. Failure to honour monthly payments shall result in all arrear amounts and any balance outstanding beyond agreed period of five (5) years becoming due and payable immediately.
9. Failure to honour my loan monthly payments for over 120 days shall result in disconnection of power by the energy service provider
10. A 5% rate shall be levied on my overdue amount in respect of any period or periods. Arrears and /or defaults in instalments may result in legal proceedings being taken against me and possible listing on Transunion (ITC). All legal costs to be incurred shall be for the account of the borrower
11. Agree that, should a new connection be made from my connection and before my loan is settled, the capital contribution must be paid toward my loan to reduce balance.
12. Agree that the ownership, repair and maintenance of my connection remains the responsibility of the energy service provider.

2.3 DECLARATION

I HEREBY DECLARE THAT THE INFORMATION PROVIDED IN THIS APPLICATION FORM UNDER SECTIONS 1-2 IS TRUE AND NOTE THAT ANY INCORRECT DECLARATION EMPOWERS MME-SRF NOT TO CONSIDER MY APPLICATION.

This application and the underlying conditions under Section 2 above constitute an agreement between the applicant/borrower and MME-SRF/lender. No alteration or amendment to this contract shall be valid unless reduced in writing and approved.

SIGNED at.....on this.....Day of.....20.....in the presence of the undersigned witness.

.....
Applicant

.....
Witness



3. DEBIT ORDER/DEDUCTION AUTHORISATION

3.1. DETAILS OF MY/OUR DEDUCTION ACCOUNT ARE AS FOLLOW:

Account holder name:	
Bank:	
Branch:	
Branch number:	
Account number:	
Type of account:	
Employer number (payroll number)	
Monthly deduction date: (4 th , 7 th , 15 th , 20 th , 25 th and 30 th)	

1. I/We hereby irrevocably authorize MME-SRF (hereinafter referred to as the “lender”) and /or its legal successor(s) to levy debits/deduction in *rem suam* against my/our above-mentioned account or payroll code at the above-named bank, employer or building society (or any other bank/building society or branch office of a bank/building society to which the account may be transferred) in respected of all amounts which are now or may from time to time in the future be due and payable by me/us or the above-mentioned borrower to the lender arising from my/our present and/ or future obligations in terms of all agreements already entered into or still to be entered into by me/us or the above-mentioned borrower in terms of which I/We/am/are or will be the debtors(s) and MME-SRF is at present or will in the future be legal holder(s), whether as lender or cessionary.
2. I/We hereby likewise authorize my/our above-named bank, building society or employer to accept all debits levied by the lender in terms of this authorization and to deduct my/our above-mentioned account or payroll code and to regard such deduction as if given and signed by me/us personally.
3. I/We hereby authorize the lender and/or its legal successor(s) irrevocably to give notice to the above-named bank, employer or building society of the above-mentioned agreements on my/our behalf which notice is to be regarded as if having been given by me/us personally.
4. Should the day on which deduction is due, not be a business day, then the deduction will take place on the pre-dated to the business day.
5. This authorization will not be regarded as a substitution, an alteration or a renewal of my/our obligations arising from the above-mentioned agreements.
6. I/We acknowledge that the withdrawals hereby authorized may be processed by means of the applicable computer system in which case no documentary evidence except my/our normal account statement will be received by me/us where my/our account is computerized, but details of every withdrawal will be shown on my/our bank statement or proof from my employer.
7. I/We undertake to pay any costs, which may result from this debit or deduction instruction.
8. This deduction will remain in force until full settlement of the loan amounts is made with MME-SRF.
9. I/We hereby indemnify the lender against any interest, costs or other damages arising from refusal by my/our above-named bank, employer or building society to accept a deduction levied in terms of this instruction.

Thus done and signed at.....on this.....day of.....20.....

.....
Authorizing Signature

.....
Assisted by (where legally required)



4. FIXED MONTHLY INCOME & EXPENDITURES

Income and Expenditure of.....

EXPENSES		
<input type="checkbox"/> Bond Payment	N\$	
<input type="checkbox"/> Rent Payment	N\$	
<input type="checkbox"/> Hire Purchase Account	N\$	
<input type="checkbox"/> Personal Loan	N\$	
<input type="checkbox"/> Clothing Accounts	N\$	
<input type="checkbox"/> Electricity, Water, Rates & Taxes	N\$	
<input type="checkbox"/> Debit/Stop order	N\$	
<input type="checkbox"/> Groceries	N\$	
<input type="checkbox"/> Insurances	N\$	
<input type="checkbox"/> School fees/ Creche	N\$	
<input type="checkbox"/> Transport/Fuel	N\$	
<input type="checkbox"/> Domestic Staff	N\$	
<input type="checkbox"/> Telephone/Cellphone	N\$	
<input type="checkbox"/> Dstv	N\$	
<input type="checkbox"/> Furniture's Accounts	N\$	
<input type="checkbox"/> Budgeted Savings	N\$	
<input type="checkbox"/> Any other:	N\$	
<input type="checkbox"/>		
Total Monthly Expenditures	N\$	

FIXED MONTHLY INCOME		
Monthly Salary	N\$	
Motor vehicle/Transport allowance	N\$	
Overtime/commission	N\$	
Other income (please specify)	N\$	
	N\$	
Total Monthly Income	N\$	
Less: total monthly expenditure	N\$	
Surplus income for solar premium instalments	N\$	

I hereby declare that the information provided in this statement I submitted for the purpose of loan application to MME-SRF is a full, true and correct reflection of my income and expenditure statement.

Name:

Date:

Signature:

Place:



5. FOR OFFICIAL USE ONLY

LOAN AMOUNT:		ATTACHMENTS:	
Less: mandatory deposit* (* deposit range between 5% and 30% depending on risk status of client). (Pensioner / Businesses with regular income at 30% deposit)		ID	<input type="checkbox"/> YES <input type="checkbox"/> NO
		Company registration documents	<input type="checkbox"/> YES <input type="checkbox"/> NO
		Good Standing Certificate, NAMRA & SSC	<input type="checkbox"/> YES <input type="checkbox"/> NO
		Latest Business Financial Statement	<input type="checkbox"/> YES <input type="checkbox"/> NO
		Latest Stamped Payslip	<input type="checkbox"/> YES <input type="checkbox"/> NO
		Employment status confirmed	<input type="checkbox"/> YES <input type="checkbox"/> NO
PRINCIPAL LOAN AMOUNT		Quotation from accredited service provider	<input type="checkbox"/> YES <input type="checkbox"/> NO
Loan interest		ITC report satisfactory	<input type="checkbox"/> YES <input type="checkbox"/> NO
TOTAL COLLECTABLE		Authorized debit order	<input type="checkbox"/> YES <input type="checkbox"/> NO
Monthly instalment:		6 or 9 months bank statement	<input type="checkbox"/> YES <input type="checkbox"/> NO
		Proof of land ownership	<input type="checkbox"/> YES <input type="checkbox"/> NO

RECOMMENDATIONS:

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

Date:

Signature:

(Loan Officer)

SRF LOAN APPROVAL COMMITTEE:

Date:

Stamp/Signature:

REMARKS:
.....
.....

APPROVED

DISAPPROVED