

Checklist for Corporation / Partnership / Sole-Proprietorship

Documents Required

Documents	Documents
1. Loan application form	10. Details assets pledged as security- both equipments and properties with original value and latest market value; approved valuers for FCB Zambia Ltd
2. Company statutory documents- Registration Certificate, List of Directors, VAT Registration Certificate	11. Past/current projects, letter of awards/ contracts, licenses, permits.
3. Directors/Guarantors/Individual's identity card- NRC or Passport, Asset Statement	12. Projected cash flow, feasibility study.
4. Latest three (3) years audited financial statements & latest mgt. accounts	13. Supplier's quotation or proforma invoice, if any.
5. Last TWELVE (12) months bank statements	14. If there's a Corporate Guarantor documents at No. 2, 3, 4, 5, 6, 7, 8 apply.
6. Company / Firm's business profile	
7. Directors' background and mgt. experience	
8. List of bank borrowings – type, loan limit, tenure, amount outstanding. Attach letter of offer of existing Bankers	
9. Latest creditors / debtors ageing list	