

Interviewing Officer:

Date:

Applicant:

BELFund

JAMES BELGRAVE MICRO ENTERPRISE DEVELOPMENT FUND INCORPORATED

31 LESLIE LAND ROAD, CASTRIES, ST LUCIA, TEL:

LOAN REQUIREMENTS

1. A breakdown of the estimated total cost, suppliers' invoices, etc. of items to be purchased, as well as written estimates of all repairs, renovations or construction. A detailed diagram of the structure and dimensions must also be submitted.
2. Letter(s) of offer for sale for purchase of **USED** item(s) equipment.
3. Letter of permission from Landlord or person owning the property to operate business on premises for period of not less than three (3) years (**PLEASE COMPLETE FORM ATTACHED**) and/or copy of rent/lease agreement.
4. Statutory approval(s) (with respect to food products, approval must be obtained from the Food and Drug Division, Ministry of Health). Submission of Food Badge and/or Certificate of Approval.
5. Specific orders from stores/supermarkets (etc.) for products/services (**IF POSSIBLE**).
6. **GUARANTORS NEEDED:-----**
They must be persons who are either permanently employed for at least three (3) years in their present job or self-employed for at least five (5) years. A recent utility bill for each individual Guarantor, must be submitted. Complete form attached for details on each guarantor. Please be specific and detailed.
N.B. Phone contact must be submitted for home and work of each guarantor.
7. Certified copy of ownership (where applicable) and the present Insurance Certificate.
8. Customer must submit a recent photo of self (passport size and not more than three (3) months old), satisfactory identification and a recent utility bill.
9. List of item(s) to be offered as security for the Loan facility (if possible). Submit original receipts of purchase and complete table/section below giving details of:

Type of equipment Mach./Appliances	Brand/ Capacity	Model Number	Serial Number	Age	Colour	Estimated Market Value