

BRIDGING FINANCING APPLICATION FORM

FOR OFFICIAL USE ONLY	
DATE RECEIVED	
OFFICER	

1. COMPANY DETAILS

Applicant/Company Name					
Type:	Private	Public	Partnership	Syndicate	Sole Proprietorship
Incorporation No		Date of Incorporation			
Nature of Business					
Date of Business Commencement			VAT No.		
Source Reference (how did you hear about NDB); i.e TV, Print media, etc					
Postal Address					
Current Physical Address					
Previous Physical Address					
Current Physical Address	Owned		Rented		
Contact (Person)					
Telephone:	Work	Home	Mobile	Email	
Number of Months in the Current Physical Address					
Number of Months on the Previous Physical Address					

2. Applicant's Bank Details

Bank Name					
Bank Branch			Branch Code		
Account Name			Account Number		
Account Type:	Savings		Current		Corporate

3. Ownership and Management

Name (in full)	Contacts (Tel/Cell)	Date of Birth	Nationality	I.D. Number	Position	S/Holding% (Company, partnership or Syndicate)
Total						100%

4. TRANSACTION DETAILS

Purpose of Loan	Amount (P)
Expected Future Income	
Total Amount Required	

5. REPAYMENT PERIOD

Repayment Period (Months)	1	2	3	4	5	6	more than 6
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6. KEY MEN'S CREDIT LIFE INSURANCE

Payment by Client		Payment From Contract proceeds	
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7. DETAILS OF PAYMENT ASSURANCE

Description of Expected Future Income			
Name			
Postal Address			
Physical Address			
Telephone	Cell	Fax	Email

8. PAST DEALINGS WITH NDB

Once	Twice	Three Times	Over Three Times	None
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9. CURRENT AND PREVIOUS INVOLVEMENT WITH OTHER BANKS

Name of Bank	Loan Amount (P)	Remaining loan Period

FINANCIAL PARTICULARS

Does the company have a criminal record

Does the company have pending criminal case

Has the company been Blacklisted: if yes, Amount _____

Have the company or its major shareholders, ever been Liquidated

Has the company signed a Guarantee or Surety for any entity if yes, please attach particulars.

10. SECURITY (IF APPLICABLE)

Item	Location	Plot Size (Ha.)	Built Area (Sq. M)	Open Market Value (P'000)	Forced Sale Value (P'000)	Replacement Value (P'000)
Total						
Cover						

11. PERSONAL BALANCE SHEET

Personal Balance Sheet of _____ As at (date) _____

Spouse's Name _____

Married in Community of Property: Yes / No

ASSETS:

Estimated Value (P)

Immovable Property

Plot No.	Location	Type of Land (Commercial / Industrial / Residential)	Size (m2)	Remaining Lease Period

Movable Assets

Type of Assets	Original Cost	Year of Acquisition	Net Book Value

Livestock (___Bulls, ___Cows, ___Oxen, ___Heifers, ___Tollies, ___Goats ___Sheep

Debts/Receivables _____

Shares In Companies _____

Fixed Deposits with Banks _____

Cash at Bank and in Hand _____

Other Assets _____

LIABILITIES:

Loans secured by Mortgage _____

Loans under Hire Purchase _____

Tax Liabilities _____

Personal Loans _____

Creditors _____

Other Liabilities _____

Total Liabilities

Net Assets/(Liabilities)



Creditors	_____	_____
Other Liabilities	_____	_____
	Total Liabilities	_____
	Net Assets/ (Liabilities)	_____

The Chief Executive Officer
National Development Bank
P.O. Box 225
Gaborone

Dear Sir/Madam

Re: CONFIDENTIAL REPORT

In connection with my/our loan application in the amount of Pula _____

I am hereby giving my consent to National Development Bank to contact my Bankers, namely
_____ at _____ Branch bearing account number _____ and
_____ at _____ Branch bearing account number _____ as

As well as my Accountants/Auditors, namely _____

At _____ for confidential information regarding my
dealings with them.

I hereby authorize my Bankers and Accountants/Auditors to provide any information about
my/our financial position and credit rating to National Development Bank, as it may require
upon presentation of this letter.

Yours Sincerely

(Authorised Signatory/Signatories)

12. DECLARATION

I/We hereby declare that the information above is, to best of my/our knowledge and believe, true and correct. I/We further declare that the money shall be used solely for the purpose indicated above and that there is no legal impediment for the intended use.

I/We also authorize the Bank to reschedule the monthly instalment in the event of an increase/decrease in the interest rate.

Signature: _____ Date: ____/____/____

Applicant/Applicants authorized Representative

13. List of Attachments:

Two (2) certified copies of National Identity Cards (Omang), for all Batswana applicants, all Shareholders, and Directors. Two (2) certified copies of passports (for non-citizens).	
A copy of a residence permit and work permit (Non Citizens).	
Certificate of Incorporation or Registration documents for companies, trust, partnerships and other legal entities.	
Memorandum and Articles of Association where the applicant is a company and other registration documents as required by law.	
Resolution by Shareholders/Board/Members to apply for the loan, if the loan is for a company (The signing authorities to be clearly outlined in the Resolution).	
Valuation Report for Fixed Assets.	
Title Deed for Fixed Asset pledged as Security/ Collateral.	
Applicant's Bank statements for the latest 6 consecutive months.	
Assurance payment letter.	
Tax Clearance.	
Quotations (Where Applicable).	
Tender Contract/ Agreement.	
Utility Bill as Proof of physical Address(BPC, Water Utilities /Water Affairs/Telephone Bills)	
Sales Agreement/ Contract.	
Provide VAT number if company is registered or required to be registered under VAT.	
Provide Annual Returns, Forms 42 or 58 (whichever is applicable), where company has been in existence for 12 months.	
Provide Share Certificates for all shareholders.	

CONTACT ADDRESS:

GABORONE

Client Relations Director
Regional Managers
Relationship Managers
Sales Executives

Development House
Queens Road, Main Mall
P O Box 225, Gaborone

Tel: 395 2801
Fax: 397 4446

FRANCISTOWN

Regional Manager
Relationship Manager
Sales Executives

Tswelelopele House
P O Box 282, Francistown

Tel: 241 6044
Fax: 241 6065

MAUN

Regional Manager
Relationship Manager
Sales Executives

NDB Office, Mall
P O Box 453, Maun

Tel: 686 0316
Fax: 686 0645

PALAPYE

Relationship Manager
Sales Executives

NDB Office, Palapye Development Trust Mall
P O Box 10387, Palapye

Tel: 492 0552
Fax: 492 0551