

# NTHUTA!! NDB SCHOOL FEES LOAN APPLICATION FORM

1. New Application [ ] Consolidation [ ] Top Up [ ] Scheme Loan : \_\_\_\_\_

## 2. Loan Details

Loan Amount	P	Loan Repayment in Years	
Purpose of Loan			

## 3. Course Information

Name of Course		Duration	
Name of Student			
Name of Institution		Location	

## 4. Background Information of the Applicant (Individual)

Title	Mr./Ms	Full Name					
Date of Birth	___/___/___	Omong No.:		Gender	Male	Female	
Marital Status	Single	Married	Other	In Community of Property	Yes	No	
Source Reference (how did you hear about NDB) i.e. TV, Print Media, etc							
Physical Address							
Postal Address		Status of Accommodation (tick appropriately): Rent ____ Owned ____ Other ____			Location		
No of months in current address							
No. of months in previous address							
Clients	Contacts	Tel:	W:	H:	Cell	Email	
Home Village		Ward			Headman		
Spouse Name				Spouse's Omang			
Next of Kin (Not Living with Applicant)							
Next of Kin's Physical Address						Tel/Cell	
Next of Kin's Identification Number (Omong/Passport)							
Next of Kin Postal Address							

## 5. Applicant Employment Status

Employer	Status (contract, permanent, self employed)	Job Title	Duration

## 6. Spouse Employment Status

Employer	Status(contract, permanent, self employed)	Job Title	Duration

## 7. Other Income

Other Sustainable Income Source than Salary		Amount	P
---	--	--------	---

### 8. Existing and Previous Loans with NDB and other Institutions

Loan reference	Purpose	Amount approved (P)	Year approved	Balance outstanding (P)	Arrears (P)

### Financial Particulars (Please tick appropriate box)

Do you have a criminal record ☐

Do you have a pending criminal case ☐

Have you ever been blacklisted ☐ if yes, amount \_\_\_\_\_

Have you or a company which you have major shareholding in, ever been liquidated ☐

Have you or your spouse signed a guarantee or surety for someone else of any company ☐ if yes please attach particulars.

### 9. 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						

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.

Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Applicant/Applicants authorized Representative

### 10. SPOUSE CONSENT

"I ..... (Do hereby consent to my spouse obtaining this loan from National Development Bank"

Signed: ..... Date: ..... ID No: .....

**11. CHECKLIST FOR NTHUTA! NDB SCHOOL FEES LOAN APPLICATION (INDIVIDUAL)**  
**(Attachments to the Loan application)**

1. Two (2) certified copies of National Identity Cards (Oman), for all Batswana applicants, all Shareholders and Directors.  
Two (2) certified true copies of passports (for non-citizens).
2. Letter of Admission from School/Institution and quotation.
3. Current Pay slip for both applicant and Spouse.
4. Quotation(s).
5. Title Deed for properties pledged as security
6. Bank statements for the latest 6 consecutive months
7. Proof of other loan repayments that are not reflected in the pay slip / bank statement.
8. Proof of source of income for self employed.
9. Proof of age of Beneficiary (i.e. copy of ID, Passport or Birth Certificate).
10. Employment Confirmation letter/ Copy of Employment Contract.
11. Copy of marriage certificate if married out of community of Property please provide Instrument from Deeds office, if Divorced provide a Decree Absolute.
12. Proof of Physical Address (i.e. Utility Bills).
13. BURS Tax Number.
14. Valuation Report for Assets pledged as security (valuation reports should not be more than 3 years old)
15. Provide proof of Additional Income (if applicable); not Rental Income

## 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