FIRST SCHEDULE - FORMS FOR USE UNDER THE ACT AND THE REGULATIONS

R. 6(2)

FORM A: ENTERPRISE DEVELOPMENT FUND APPLICATION FORM

NYERI COUNTY ENTERPRISE DEVELOPMENT FUND

GENERAL INFORMATION (Applicants Residence)

SUBCOUNTY……………………….. WARD…………………………………….

LOCATION………………………….. SUB-LOCATION………………………..

SECTION A: BACKGROUND INFORMATION

1. Name of the Business: …………………………………………………………………………….
   Jina la Biashara

2. Type of registration: ………………………………………………………………………………
   Jinsi ya usajili

3. Registration number: ……………………………………………………………………………
   Nambari ya usajili

4. Date of registration / incorporation: …………………………………………………………….
   Tarehe ya usajili

5. Duration the business has been operational in years …………………………………………….
   Muda umendeesha Biashara (miaka)

6. Type of business: ………………………………………………………………………………
   Aina ya Biashara

7. Location of Business (Sub-Location)...........................(Nearest Trading Center/Village)……………………………
   Eneo la Biashara

8. Names of the owners/Directors/Officials

   a. ………………………………………………………………… % of ownership …………. ID.No…………………….
   b. ………………………………………………………………… % of ownership …………. ID.No…………………….
   c. ………………………………………………………………… % of ownership …………. ID.No…………………….
   d. ………………………………………………………………… % of ownership …………. ID.No…………………….
   e. ………………………………………………………………… % of ownership …………. ID.No…………………….

   NB: All group members to sign in a separate sheet and Cooperatives to have their officials sign and seal. Attach while submitting this form.

SECTION B: LOAN DETAILS/ MAELEZO YA MKOPO

9. Amount of loan application: ………………………………………………………………………………
   Kiwango cha mkopo unacho/mnachohitaji

10. Purpose of the loan: ……………………………………………………………………………………………….
    Madhumuni ya mkopo

11. Security of the loan: ……………………………………………………………………………………………….
    Dhamana ya mkopo

12. Estimate Value of Security offered ………………………………………………………………………….
    Makadirio ya thamani ya dhamana ya mkopo

13. Repayment period: ……………………………………………………………………………………………
    muuda wa kulipa mkopo

14. Affordable monthly installment………………………………………………………………………………..
    Kiwango cha malipo utaweza kulipa kila mwezi

15. Total business sales in a month (A)……………………………………………………………………………….
    Mauzo ya kila mwezi

16. Business expenses in a month (B)……………………………………………………………………………….
    Gharama ya Biashara kila mwezi

17. Business net income per month(C=A-B) ……………………………………………………………………………..
    Faida ya Biashara kila mwezi

18. Value of your Business stock: ………………………………………………………………………………………….
    Dhamani ya bidhaa za biashara yako

19. Do you keep books of accounts Yes ☐ No ☐
    Unaweka vitabu vya hesabu ya biashara

20. Expected income after the loan……………………………………………………………………………..
    matumaini ya faida baada ya kupata mkopo

SECTION C: LOAN DETAILS FOR GROUPS/ COOPERATIVES

21. Amount of loan applied: ………………………………………………………………………………
    Kiwango cha mkopo unacho/mnachohitaji

22. Purpose of the loan: ……………………………………………………………………………………….
    Madhumuni ya mkopo…………………………………………………………………………………………
    ……
    ……
    ……
    ………..

23. Security of the loan: ……………………………………………………………………………………….
    Dhamana ya mkopo

24. Estimate Value of Security offered ……………………………………………………………………….
    Makadirio ya thamani ya dhamana ya mkopo

25. Repayment period: ………………………………………………………………………………………
    muuda wa kulipa mkopo

26. Affordable monthly installment……………………………………………………………………………..
    Kiwango cha malipo utaweza kulipa kila mwezi

27. Total cash flow in a month……………………………………………………………………………..
    Kiwango cha pesa mnachopata kwa mwezi

28. Total expense per month ……………………………………………………………………………..
    Matumizi ya kila mwezi

29. Total surplus per month…………………………………………………………………………….
    Pesa inayobaki baada ya matumizi kila mwezi

30. Total Assets : …………………………………………………………………………………………………
    Mali kwa Jumla

31. Total Liquid assets: …………………………………………………………………………………………………
    dhamani ya mali inayowezauzwa kwa urahisi

32. Total Liabilities: …………………………………………………………………………………………………
    Madeni kwa Jumla
    Amount/idadi ……………… Institution/Benki ………………muda wa kulipa ……………
    Amount/idadi ……………… Institution/Benki ………………muda wa kulipa ……………
    Amount/idadi ……………… Institution/Benki ………………muda wa kulipa ……………
    Amount/idadi ……………… Institution/Benki ………………muda wa kulipa ……………
    Amount/idadi ……………… Institution/Benki ………………muda wa kulipa ……………

33. What type books of accounts do you keep
    ………………………………………………………………………………….
    unaweka vitabu vya hesabu ya biashara

34. Expected income after the loan……………………………………………………………………………….
    matumaini ya faida baada ya kupata mkopo

SECTION D: BANK DETAILS

35. Business Banking Details

Name of the Bank	
Branch	
Account Number	
Signatories :	
Name	Signatories

I ………………………………………………………… (Name) of ID. No..Hereby affirm that all the information and materials given in this form are true and correct.

Signature: …………………………………………………… Date: ……………………………………………………

Kindly attach the following documents:

1. Business registration certificate
2. KRA Tax Compliance Certificate (Business)
3. Identity card copies of the owners/Directors and members
4. Certified Bank Statement
5. Business Permit
6. Business records
7. Credit reference Bureau status report
8. Business plan for the group/Cooperatives
9. Any other supporting document

To be signed by:

Area Chief Name ……………………………………………….

Stamp and Signature ………………………………..

Ward Admin Name ……………………………………………….

Stamp and Signature ………………………………..

Notes

1. This form is not for sale.
2. For enquiries call 0207840588 or email nyericountytrade@gmail.com
3. Register your business on http://iportal.nyeri.go.ke/businessdirectory
4. The form is available on www.nyeri.go.ke