

S/N	SHORT TERM CREDIT FACILITY CHECKLIST	COMMENTS	Tick as appropriate
1.	Client Application Letter Requesting for a facility stating the amount and tenor of the loan		
2.	Two Passport photograph		
3.	Project Summary showing breakdown of how funds will be utilized		
4.	Board resolution authorising borrowing		
5.	Certificate of Incorporation		
6.	Memorandum and Article of Association		
7.	Form Co2 and Form co7		
8	Six month company's /Personal bank statement		
9.	Six month Guarantor's bank statement		
10.	Copy of LPO/ contracts/ invoices or any equipment to be purchased		
11.	Valid means of id for both client and guarantor		
12.	Projected Cash Flow		
13.	Any form of collateral and also international passport to act as collateral		
14.	Duly executed and Notarized personal guarantee form		
15.	Licenses and Permits as applicable		
16.	Completed KYC Form		