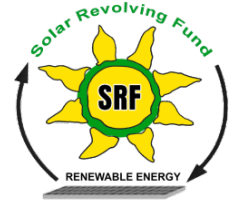




SOLAR REVOLVING FUND CREDIT APPLICATION & AGREEMENT



Typically has the capacity to power lights and devices such as radios, TVs, fridges and cell phone chargers.

SOLAR PACKAGE 1

(Basic monthly income **N\$ 1000- N\$ 7000**)
Solar Home System (SHS)
Loan amount: N\$3,000.00 - N\$20,000.00

SOLAR PACKAGE 2

(Basic monthly income **> N\$ 7000**)
Solar Home System (SHS)
Loan amount: N\$21,000.00 - N\$N\$60,000.00

SOLAR PACKAGE 3

(Basic monthly income **> N\$ 7000**)
Solar Solutions for Small & Medium Enterprises (SS-SME)
Loan amount: N\$21,000.00 – N\$95,000.00

SOLAR PACKAGE 4

Photovoltaic Pumping (PVP)
Maximum amount: N\$60,000.00

SOLAR PACKAGE 5

Solar Water Heater (SWH)
Maximum amount: N\$35,000.00



Individuals



Poultry Farmers



General Crop Farmers



Greenhouse Farming



Small Retail Shops



Small Bakeries



Small Private Clinics



Tailors



Carpenters

Typically has the capacity to power lights and devices for business use.



A Photovoltaic Pumping System produces energy for pumping water for livestock and domestic use.



A Solar Water Heater uses energy from the sun to heat water for domestic use.

INDIVIDUAL CHECKLIST

- Certified Namibian ID
- Latest stamped payslip
- 6 months Bank Statement
- Quotation
- Completed monthly Income & Expenditure (page 5)
- Proof of land ownership (land certificate, title deed or lease agreement)

BUSINESS CHECKLIST

- Company registration documents
- Director/s Certified IDs
- 9 months Bank Statement
- Latest Business Financial Statement
- Quotation
- Founding Statements
- Proof of land ownership (land certificate, title deed or lease agreement)

This application must be submitted in original format. No faxes will be accepted.
Initials at each page of this application.



SOLAR REVOLVING FUND CREDIT APPLICATION & AGREEMENT



1. LOAN APPLICATION FORM

PERSONAL INFORMATION (mark with an X where applicable)

Surname/Business name:		First name (s):	
Citizenship:	Identity No:	Date Of Birth:	
Postal address:		Residential address:	
Telephone (w):	Cell number:	Email address:	
Marital status:	Single <input type="checkbox"/>	Married <input type="checkbox"/>	Divorced <input type="checkbox"/>
	Widow(er) <input type="checkbox"/>	Sex:	Male <input type="checkbox"/> Female <input type="checkbox"/>

PARTICULAR OF SPOUSE (if married)

PARTICULARS OF CLOSEST RELATIVE

Full name:	Full name:
Maiden name:	Residential address:
Date of birth:	Postal address:
Identity No:	Telephone No:
Telephone No:	Relationship:

EMPLOYMENT DETAILS (INDIVIDUALS)

Name of employer:	Postal address:
Physical address:	Telephone No:
Payroll No: (if applicable)	Name of supervisor:
Current position:	Salary per annum (N\$): Attach latest pay slip
Employment confirmation by Employer: (Minimum 2 years in employment) a) Date of employment: b) Employment type:	Permanent <input type="checkbox"/> Contractual <input type="checkbox"/> Temporary <input type="checkbox"/>
Employer Stamp here	

BUSINESS INFORMATION

Business Type: (.e.g carpenter, tailor, bakery, retail, crop farmer, greenhouse farmer, poultry, livestock etc.)	Expected income per month from business (N\$): (Attach Latest Financial Statements)
	Number of years in business:

BANKING DETAILS

Name of Bank:	Branch name:	Branch code:
Account number:	Type of account:	Cheque <input type="checkbox"/> Saving <input type="checkbox"/>

DETAILS OF REQUIRED LOAN

Loan amount applied for (N\$)	Package:	Package 1: <input type="checkbox"/>	Package 2: <input type="checkbox"/>	Package 3: <input type="checkbox"/>	Package 4: <input type="checkbox"/>	Package 5: <input type="checkbox"/>
Renewable Energy Technologies applied for	SHS	PVP	SWH	SS-SME		

INSTALLATION INFORMATION

Physical address:	Regional Constituency:	
Region:	Closest known Town:	
Owner of the Installation place:	Distance to installation address (km):	
Contact person	Telephone No:	
Installation Location: (GPS Coordinates if available)	Latitude:	Longitude:

ABBREVIATIONS:

SHS – Solar Home System, **PVP** – Photovoltaic Pump, **SWH** – Solar Water Heater, **SS-SME** – Solar Solutions for Small & Medium Enterprises



2. LOAN AGREEMENT

Loan Agreement
Between
Ministry of Mines and Energy – OGEMP Solar Revolving Fund
("Lender")
and

_____ of ID number

(Full names of Applicant & ID number)
("Borrower")

Under this agreement, MME hereby lends to the borrower who hereby borrows from the OGEMP Solar Revolving Fund. The cash amount of money equal to that indicated in the quotation from an accredited Energy Service Provider attached to this application (hereinafter Referred to as the "LOAN") which, together with the amounts mentioned in the schedule is repayable by the borrower to the lender or their successor in the schedule and subject to the general terms and conditions set out in this agreement.

2.1 LOAN TERMS

- i. Repayment Period: Maximum five (5) years
- ii. Interest rate applicable: (Low-income Solar Package 1&3- 0%)(Solar Package 3&4-4%)(Solar Pacakge 2&-5%) per annum
- iii. Payable deposit: 5% - 30% of quotation amount (Deposit is dependent of client's risk status)
- iv. Instalment: Monthly
- v. Method of payment: Debit order or via payroll deduction

2.2 STANDARD CONDITIONS

In the event that the loan is granted to me, I the undersigned hereby undertake and bind myself to:

1. Pay 0-5% interest on loan for the period of 60 months.
2. Pay the required deposit (in the range of 5% - 30%) of the purchase price on approval of the loan, before taking possession of the equipment.
3. Pay an administration fee of N\$350.00 (non-refundable) upon approval of the loan application.
4. Pay 15% on any deposits made upon cancellation of my loan application, failure to pay my full deposit on time or delay installation of my system.
5. Sign the installation report to certify the completion of work at my premises and that I have received all materials as per quotation approved.
6. Discuss and agree on a guarantee/warranty lasting at least 1 year from the day of installation of your solar system with your Energy Service Provider. The lender does not give any guarantee or warranty to the borrower in relation to the Isolar systems.
7. Pay MME- SRF the monthly instalments until full payment of the loan (not exceeding five years) through a bank debit order or via payroll deduction.
8. Make monthly/quarterly payments, or failure to do so shall result in all arrear amounts and any balance outstanding beyond agreed period of five (5) years becoming due and payable immediately.
9. A 5% rate shall be levied on my overdue amount in respect of any period or periods. Arrears and /or defaults in instalments may result in legal proceedings being taken against me and possible listed on Trans Union (ITC).
10. Agree that MME shall not be held responsible/liable for loss of any property. MME-SRF will provide free insurance cover, only on Acts of God" such as lightning, floods or hail, wind, fire as well as damage caused by wild animals. THEFT is not covered. An excess fee of 15% is payable by the borrower on any claim made out to the insurer. The insurance cover is valid for a period of the loan.
11. Agree that failure to repay the loan will result in terminating insurance benefits from the Ministry.
12. Not to relocate the system from the original physical address of installation without prior written notice to MME.
13. Agree that these conditions and loan contract between MME-SRF and myself shall not be linked to the technical contract between the Energy Service Provider of materials and myself.

2.3 DECLARATION

I HEREBY DECLARE THAT THE INFORMATION PROVIDED IN THIS APPLICATION FORM UNDER SECTIONS 1-4 IS TRUE AND NOTE THAT ANY INCORRECT DECLARATION EMPOWERS MME NOT TO CONSIDER MY APPLICATION.

This application and the underlying conditions under Section 2 above constitute an agreement between the applicant/borrower and MME/lender. No alteration or amendment to this contract shall be valid unless reduced in writing.

SIGNED at.....on this.....Day of.....20.....in the presence of the undersigned witness.

Applicant

Witness



3. DEBIT ORDER AUTHORISATION

3.1 DETAILS OF MY/OUR APPLICABLE ACCOUNT ARE AS FOLLOW:

Account holder name:	
Bank:	
Branch:	
Branch number:	
Account number:	
Type of account:	
Monthly deduction date: (4th, 7th , 15th, 20th , 25th and 30th)	

1. I/We hereby irrevocably authorize MME (hereinafter referred to as the "lender") and /or its legal successor(s) to levy debits in rem suam against my/our above-mentioned account at the above-named bank or building society (or any other bank/building society or branch office of a bank/building society to which the account may be transferred) in respected of all amounts which are now or may from time to time in the future be due and payable by me/us or the above-mentioned borrower to the lender arising from my/our present and/ or future obligations in terms of all agreements already entered into or still to be entered into by me/us or the above-mentioned borrower in terms of which I/We/am/are or will be the debtors(s) and MME is at present or will in the future be legal holder(s), whether as lender or cessionary.
2. I/We hereby likewise authorize my/our above-named bank/building society to accept all debits levied by the lender in terms of this authorization and to debit my/our above-mentioned account and to regard such debits as if given and signed by me/us personally.
3. I/We hereby authorize the lender and/or its legal successor(s) irrevocably to give notice to the above-named bank/building society of the above-mentioned agreements on my/our behalf which notice is to be regarded as if having been given by me/us personally.
4. Should the day on which payment is due, not be a business day, then payment will take place on the proceeding business day.
5. This authorization will not be regarded as a substitution, an alteration or a renewal of my/our obligations arising from the above-mentioned agreements.
6. I\We acknowledge that the withdrawals hereby authorized may be processed by means of the computer system known as the Magnetic Tape System in which case no documentary evidence except my/our normal quarterly solar account will be received by me/us where my/our account is computerized, but details of every withdrawal will be shown on my/our bank statement.
7. I/We undertake to pay any costs, which may result from this debit order instruction.
8. This debit order will remain in force until full settlement of the loan amounts is made with MME.
9. I/We hereby indemnify the lender against any interest, costs or other damages arising from refusal by my/our above-named bank/ building society to accept a debit levied in terms of this instruction.

Thus done and signed at.....on this.....day of.....20.....

NB! PLEASE ATTACH A 6 or 9 MONTHS BANK STATEMENT FOR VERIFICATION

Authorizing Signature

Authorizing Signature



4. FIXED MONTHLY INCOME & EXPENDITURES

Income and Expenditure of.....

EXPENSES	
Bond Payment	N\$
Rent Payment	N\$
Hire Purchase Account	N\$
Personal Loan	N\$
Clothing Accounts	N\$
Electricity, Water, Rates & Taxes	N\$
Debit/Stop order	N\$
Groceries	N\$
Insurances	N\$
School fees/ Creche	N\$
Transport/Fuel	N\$
Domestic Staff	N\$
Telephone/Cellphone	N\$
DStv	N\$
Furniture's Accounts	N\$
Budgeted Savings	N\$
Any other:	N\$
Total Monthly Expenditures	N\$

FIXED MONTHLY INCOME	
Monthly Salary	N\$
Motor vehicle/Transport allowance	N\$
Overtime/commission	N\$
Other income (please specify)	N\$
Total Monthly Income	N\$
Less: total monthly expenditures	N\$
Surplus income for solar premium instalments	N\$

I hereby declare that the information provided in this statement I submitted for the purpose of loan application to MME is a full, true and correct reflection of my income and expenditure statement.

Name

Date

Signature

Place



SOLAR REVOLVING FUND CREDIT APPLICATION & AGREEMENT



5. FOR OFFICIAL USE ONLY

LOAN AMOUNT QUALIFIED:		ATTACHMENTS:		
LOAN AMOUNT APPLIED FOR:				
LESS: mandatory deposit* (* deposit range between 5% and 30% depending on risk status of client). (Pensioner/Farmers/Businesses with regular income at 30% deposit).		ID	Individual & Business	<input type="checkbox"/> YES <input type="checkbox"/> NO
		Latest Stamped Payslip	Individual & Business	<input type="checkbox"/> YES <input type="checkbox"/> NO
		Employment status confirmed	Individual & Business	<input type="checkbox"/> YES <input type="checkbox"/> NO
		Quotation from accredited service provider	Individual & Business	<input type="checkbox"/> YES <input type="checkbox"/> NO
		ITC report satisfactory	Individual & Business	<input type="checkbox"/> YES <input type="checkbox"/> NO
PRINCIPAL LOAN AMOUNT		Authorized debit order	Individual & Business	<input type="checkbox"/> YES <input type="checkbox"/> NO
Loan interest		6 or 9 months bank statement	Individual & Business	<input type="checkbox"/> YES <input type="checkbox"/> NO
TOTAL COLLECTABLE		Company registration documents	Business	<input type="checkbox"/> YES <input type="checkbox"/> NO
Monthly instalment		Latest Business Financial Statement	Business	<input type="checkbox"/> YES <input type="checkbox"/> NO
		Annexure 1: Business Plan	Business	<input type="checkbox"/> YES <input type="checkbox"/> NO

RECOMMENDATIONS:

Signature _____ Date (Loan Officer)

APPROVED DISAPPROVED

SRF LOAN APPROVAL COMMITTEE:

_____ Date _____ Signature

REMARKS
