



Corporate Financing Application Checklist

Required Documents

1. Covering letter detailing the requirement for financing
2. Duly filled and signed Application Form
3. Board Resolution authorizing the request for financing and stating the authorized signatories.
4. Profile of the the business and members of key management team.
5. Copy of Registration Certificate of the business entity.
6. Copy of Memorandum of Association and Articles of Association (copy of the partnership agreement if a partnership)
7. Company Profile sheet from Economic Ministry confirming company's shareholders, directors and company secretary (not older than 10 days)
8. ID card copies of Directors / Shareholders (if shareholders are registered companies, all documents from 6 to 11 is required)
9. Net worth statements of all Directors
10. Financial Documents
 - Last three years' Audited Financial Statements.
 - Current year's Management Accounts
 - Ageing reports of Trade receivables, Trade Payables, and Inventory (as per management accounts)
11. Projected Financials
 - Income Statement Projections with detailed notes (for 1 year)
 - Monthly Cashflow Projections (should be prepared using direct method)
12. List of major customers and suppliers.
13. Details of all suppliers applicable under this facility (template attached).
14. Bank statements of last 06 months (other banks)
15. MIRA Tax Clearance Report (not older than 10 days)
16. Details of Collateral
 - Registry copy
 - Registry/ID card copy of owner(s)
 - No objection letter (to mortgage) from owner(s), in case of third-party mortgage

All documents should be properly stamped and signed. Additional documents maybe required during the evaluation process.

Last Updated: 4th April 2023

