**LOAN APLICATION FEE**

ISSUING OFFICE STAMP

|  |
| --- |
|  |

Application Fee Paid ……………………………..

Receipt Number ……………………………..

***The applicant must fully complete the application form. The Company will only process application forms which are fully completed.***

***A non-refundable application fee should be paid on submission of the application form***

**Salary-Based Loan Application Form**

**I. APPLICANT'S PERSONAL INFORMATION**

* Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* National Identity Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Gender: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Residential Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Marital Status: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Number of Dependents: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Highest Educational Level: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**II. EMPLOYMENT DETAILS**

* Employer's Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Employer's Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Department/Unit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Employee Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Job Title/Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Date of Employment (Start Date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Employment Status: (e.g., Permanent, Contract, etc.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* HR/Payroll Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* HR/Payroll Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**III. FINANCIAL INFORMATION**

* Gross Monthly Salary (before deductions): $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Net Monthly Salary (take-home pay): $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Other Sources of Monthly Income (if any): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Total Monthly Household Expenses (rent, utilities, groceries, etc.): $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Existing Loan/Debt Obligations:
  + Lender: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Monthly Repayment: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Lender: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Monthly Repayment: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**IV. LOAN DETAILS**

* Loan Amount Required: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Loan Purpose: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Preferred Repayment Period: (e.g., 3 months, 6 months) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Preferred Repayment Frequency: (e.g., Monthly, Bi-weekly) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**V. DOCUMENTATION CHECKLIST**

* **Please submit the following with your application:**
  + ( ) Certified Copy of National Identity Document
  + ( ) Proof of Residence (e.g., utility bill, letter from a landlord)
  + ( ) Most recent payslip (not more than 3 months old)
  + ( ) Stamped bank statements for the last 3 months
  + ( ) Letter from employer confirming employment and salary (if required)
  + ( ) Two passport-sized photos

**Client Declaration**

I………………………………………………………………………. identity number……………………………. has borrowed an amount of $...............from LA financial Services Private Limited (hereinafter referred to as “L A”) and the loan terms are as follows:

Principal $ ……………………(P)

Interest $..............................(I)

Administration Fees $..............................(A)

Total Amount Due and Payable $..............................(P + I + A)

The loan shall be repaid on a daily or weekly basis and for

Daily Repayments \_ 30 Days *(24 Repayments)*

$.................. shall be the daily instalment to make it a total of $..................

Weekly Repayments \_ 4 Weeks

$..................shall be the weekly instalment to make it a total of $.................

Monthly Repayments\_12 Months

$.....................shall be the monthly instalment to make it a total of $....................

Clause for Penalties

Failure to honour the above agreement, of daily or weekly repayment, will lead to a penalty of 20.0% being levied on the skipped or outstanding instalment. Furthermore, any cost which may be incurred in relation to legal costs which LA financial Services may suffer in the process of recovering any outstanding amounts will be passed on to the account of the person in default.

I ……………………………………………………………………………. identity number……………………………………… do hereby guarantee and bind myself as surety and co-principal debtor jointly and severally liable/responsible for the repayment on demand for the following group members:

|  |  |
| --- | --- |
| Group Member’s Name | National Identity Number |
|  |  |
|  |  |
|  |  |
|  |  |

I do hereby affirm that the information which I have provided herein is true and correct, to the best of my knowledge. If any information is found to be untrue my application maybe declined. I authorise LA financial Services or its representatives to undertake a credit check should it be required to assess my credit worthiness. LA financial Services staff or any of its representatives may access all information and records at any time regarding my business in order for them to assess my application and monitor my business. I also confirm that I will not mislead LA financial Services or show them a business that is not mine as this amounts to fraud (trying to obtain a loan by false pretences). If the application is approved I agree to execute any necessary Loan and security documents and I understand there maybe additional costs if my loan is approved. If my application is declined LA financial Services is not obliged to provide a reason for the decline.

I further declare that should I fail to meet my obligation, I shall be liable to any legal costs that LA financial Service will incur upon commencing any litigation to recover any outstanding debt against me. I declare that I hereby consent to the jurisdiction of the Magistrate court of Zimbabwe, Harare regardless of the amount being claimed .I waive any right at law that I might have to defend this action and consent to the judgment thereof to be obtained against me at the magistrates court of Zimbabwe ,Harare

Client’s Signature………………………………… …… Witness’ Signature…………………

Date……………………………………………………..Date………………………………………………………………...

At…………………………………………………………At………………………………………………………………

**VOLUNTARY SURRENDER FORM**

I…………………………………………………………………………

ID No………………………………………………………………………….

Of………….……………………………………………………………………………………………………………………………………………….

do hereby voluntarily surrender the items listed below to LA financial Services Private Limited, with the following understanding:

That I am fully aware that I owe LA financial Services Private Limited an amount in the sum of

USD

Together with interest, charges and costs as per loan agreements between LA financial Services and myself.

That LA financial Services Private Limited will dispose of my assets to recover the money I owe them.

I do hereby indemnify LA financial Services Private Limited of any charges or damage to property which may arise during cartage and storage of the said property.

That I am liable to pay storage costs for attached items, if any.

That I have voluntarily surrendered the pledged security to LA financial Services Private Limited in order that they may exercise the mandate as conferred by my power of attorney and affidavit. They may come to collect the pledged assets even in my absence now or on a future date that they may elect.

That LA financial Services Private Limited is hereby granted authority to dispose of assets to recover their money, should I fail to settle my debt according to (a) above.

I leave it to the discretion of LA financial Services Private Limited to sell my assets either through public auction or private treaty for them to recover their money and will still be liable for my debt should my assets fail to meet the capital sum inclusive of costs.

That I am liable for all charges together with interest on my capital debt.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item | Serial Number(s) | Item |  | Serial Number(s) |
|  |  |  |  |  |
| 1. |  | 4. |  |  |
|  |  |  |  |  |
| 2. |  | 5. |  |  |
|  |  |  |  |  |
| 3. |  | 6. |  |  |
|  |  |  | |  |

I have read and understood the above and herby voluntarily sign this form. I further state that I am liable for any legal costs to the litigation against me and I consent to the jurisdiction in the magistrate’s court of Zimbabwe, Harare regardless of the amount. I waive any rights to defend this matter available to me at law.

Debtor………………………………………………………………………………………………….

Date……………………………………………

Witnesses

Name…………………………………...........Signature…………………………………Date……………………………………………

Name……………………………………………Signature…………………………………Date……………………………………………

**SPECIAL POWER OF ATTORNEY**

I, the undersigned (Full Name) ……………………………………………………………………………………………………...of

(Address)……………………………………………………………………………………………………………………………………………

do hereby grant, under oath, LA financial Services(Private) Limited (“the Representative”) of 19 The Chase Emerald Hill, Harare the power to represent me in the following matters:

representation in respect of the sale of the Security pledged by me in respect of Loans and/or Guarantee Agreements entered between me and LA financial Services(Private) Limited (the “Lender and Pledgee) for the full and proper settlement of any loans and or guarantees to the Principal Debtor, which I hereby guarantee to the extent of the value of the security I have pledged, unless and until the guarantee cover has been revoked by me in writing only after the discharge of any outstanding liabilities by me in respect of the guarantee at the time of revocation.

The Power of Attorney is granted in pursuance of my undertakings in any Letter of Pledge; Affidavit or other relevant documentation I may sign as the Pledger and LA financial Services(Private) Limited as the Pledgee.

In giving this authority, I am attesting under oath that I have unchallenged title to the security pledged to the Pledgee and the same security is not pledged to any other third party. I have voluntarily and physically surrendered the pledged security to the Lender in order that the Lender may exercise the mandate as conferred by this power of attorney. In the event that the Lender elects me to remain in possession of these assets, I am only doing so on their behalf and I am only using these assets to the extent permitted by them, otherwise they can come and collect the assets whether I am available or not.

I further swear that LA financial Services(Private) Limited do have my full and unchallenged authority/mandate to sell the pledged assets by either private treaty themselves without the need for a court order, conducting a public auction or through a public auction as they see fit.

I hereby indemnify LA financial Services (Private) Limited for the consequences of any acts and/or omissions that may happen in their discharge of this mandate.

I further declare that should I fail to meet my obligation, I shall be liable to any legal costs that LA financial Services will incur upon commencing any litigation to recover any outstanding debt against me. I declare that I hereby consent to the jurisdiction of the Magistrate court of Zimbabwe, Harare regardless of the amount being claimed .I waive any right at law that I might have to defend this action and consent to the judgment thereof to be obtained against me at the magistrates court of Zimbabwe ,Harare .

Signed…………………………………………………………………. ID ….…………………………………………………………………….….

Done at…………………………………………. This…………. Day of………………………. 2025

Before me:

……………………….………………………………………………………..

Notary Public / Legal Practitioner

**AFFIDAVIT**

I………………………………………………………………………………….ID……………………………………………………….………………. of…………………………………………………………………………………….…….……...………………………………….do hereby solemnly swear and declare that:

I am the owner of the following assets that I am pledging and surrendering as collateral for loans granted by LA financial Services(Pvt) Ltd to me or to third parties under my instruction and that my title to these assets is unchallenged:

1…………………………………………………………………………………5…….……………………………………………………….…………….

2…………………………………………………………………………………6………….…….………………………………………………….……… 3………………………………………………………………………………...7…….………………………………....................................... 4…………………………………………………………………………………8……………………………………………………………………………

I am hereby voluntarily surrendering ownership of the said assets to LA financial Services (Pvt) Ltd so that they grant me or guaranteed parties a loan. LA financial Services(Pvt) Ltd are henceforth at liberty to collect these assets now or at any other future date that they may so choose in response to this invitation for as long as my liabilities/ indebtedness to them in whatever form is not fully discharged. I swear under oath that I will not obstruct or make it difficult for them to collect the pledged assets, whether I am present or not and this authority of mine shall indemnify LA financial Services(Pvt) Ltd of any wrong doing for that matter. I hereby voluntarily invite LA financial Services (Pvt) Ltd to come and collect the pledged assets now or at a later date as they see fit. I hereby indemnify and render LA financial Services (Pvt) Ltd harmless in the event of loss or damage that may occur to, and counter-claim that may occur over the pledged assets during the process of collection, storage, redemption/sale or return of the pledged assets to me. I further, swear that I hereby indemnify and render LA financial Services(Pvt) Ltd harmless for collecting the assets since they are doing so on my instruction and with my prior consent, having represented to them that the assets are mine.

In the event that LA financial Services(Pvt) Ltd elects me to remain in possession of these assets, I am only doing so on their behalf and I am only using these assets to the extent permitted by them, and I hereby attest that my said invitation for them to come and collect these assets still stands. In collecting these assets now or later they therefore already have my full and irrevocable permission, unless my liabilities/indebtedness to them have been fully discharged, to take the assets without the need for them to obtain a court order to that effect, which assets I give them the mandate to sell either by private treaty or by public auction, as they see fit, to settle or reduce my liabilities/indebtedness to them.

This affidavit shall cover any current and future liabilities I may enter into with LA financial Services (Pvt) Ltd, which liabilities may be in the form of loans, guarantees in favour of a third party/parties or other.

I hereby give LA financial Services (Pvt) Ltd the authority and right to transfer ownership of the said assets in their name or that of their assignee even if I am personally not present, in the event of loan repayment default.

I make the above statement conscientiously believing and knowing the same to be true.

I further declare that should I fail to meet my obligation, I shall be liable to any legal costs that LA financial Services will incur upon commencing any litigation to recover any outstanding debt against me. I declare that I hereby consent to the jurisdiction of the Magistrate court of Zimbabwe, Harare regardless of the amount being claimed .I waive any right at law that I might have to defend this action and consent to the judgment thereof to be obtained against me at the magistrates court of Zimbabwe ,Harare .

Signed…………………………….………………

Signed before me at………………………. this……………………………… (Date) day of ……………………………………............

Signed………………………………………………………

(Legal Practitioner/ZRP)

**AGREEMENT OF SALE**

CLIENT NAME……………………………………………………… ID NUMBER……………….......................................

RESIDENTIAL ADDRESS……………………………………………………………………………………………………………………

AMOUNT BORROWED……………………………… DATE BORROWED……………………………..................

OUTSTANDING BALANCE………… AGREED DUE DATE…………………………………………..

GROUP………………………………… LAST PAYMENT DATE…..........................................

COLATERAL DETAILS

|  |  |  |  |
| --- | --- | --- | --- |
| ASSET | DESCRIPTION | COLOUR | ESTIMATED VALUE |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

I……………………………………………………………………… agree that failure to raise and pay the amount owed to LA financial Services by the date ………………………..gives them the right and permission to sell my assets listed above without any further consultation. I make the above statements consciously believing the same to be true.

CLIENT……………………………………… WITNESS…………………………………………

SIGNATURE………………………………. SIGNATURE……………………………………..

DATE……………………………………….. DATE………………………………………………….

**GUARANTOR FORM**

I ……………………………………………………………………………… (I.D No.………………………………………)

of…………………………………………………………………………………………………………………………………

……………………………………………………………………………………………………………………………… do hereby affirm that:-

1) I have agreed to act as a guarantor to a loan which LA financial Services has made to

……………………………………………………………………………………………………………………

2) I have been made aware that the loan amount is $................ which is at the following terms:-

a. Principal Amount \_ $.................................,

b. Interest Amount \_ $.................................,

c. Administration Fee \_ $....................................

d. Tenure of the loan \_ ………. months and each monthly instalment \_ $...................

3) In case ……………………………………………………..defaults, I will pay on his / her behalf either :-

a. the monthly instalment due, or

b. the outstanding balance plus any penalties which might have been levied on the account.

4) I am the owner of the following assets that I am pledging and surrendering as collateral for loans granted by LA financial Services(Pvt) Ltd to ……………………………………………………under my instruction and that my title to these assets is unchallenged:

i…………………………………………………………………………………………………

ii…………………….…………………………………………………………………………..

iii…………………………………………………………………………………………………

iv………………….…………..………………………………………………………………….

5. I further swear that LA financial Services(Private) Limited do have my full and unchallenged authority/mandate to sell the pledged assets by either private treaty themselves without the need for a court order, conducting a public auction or through a public auction as they see fit.

Guarantor’s Contact Numbers………………………………………………………………………………………………

Guarantor’s Signature………………………………………………………Date……………………………………………

Witness……………………………………………………………………….Date……………………………………………

Loans Officer’s Name ………………………………………………….…....Date…………………………………………..

**OFFICE USE**

CAPTURED BY …………………………………………. DATE…………………….

SIGNATURE…………………….

APPROVED BY………………………………………….

DATE………………………SIGNATURE……………………AMOUNT$..............

AUTHORISED BY………………………………………DATE………………………SINATURE………………………

AMOUNT$................

**ACKNOWLEDGEMENT OF RECEIPT OF FUNDS**

I, the undersigned ….………...…………………………...I.D…….……………………... do

hereby acknowledge receipt, of $............................. from

…………………………………………………………

Received on …… of ……………………….. 2025

SIGNED……………………

Witness 1……………………………….

Witness 2……………………………….