



## 1. SBM BANK CREDIT CARD CHECKLIST (Salaried Applications)

Below is a checklist of the required documents for SBM Bank Credit Card Application and we request that it is duly completed before presenting the application for processing.

Sales Officer Name: \_\_\_\_\_ Sales Code: \_\_\_\_\_  
Branch Name: \_\_\_\_\_ Branch Code: \_\_\_\_\_

Item no.	Qualifying Criteria	Tick (√)
1	Application form duly filled? <i>all fields must be filled where applicable</i>	
2	Certified Copy of employment letter attached?	
3	Certified Copy of Identification (National)/ attached?	
4	Certified Copy of KRA PIN certificate?	
5	Certified copy of latest 3-months pay slips attached – Gross salary of Kes. 50, 000 and above?	
6	Certified latest 3 months bank statement where salary proceeds is credited credited?(For NTB)	
7	Certified Copy of Valid Passport attached ( Foreigners)	
8	Certified Copy of Valid work permit / Aliens Certificate attached (foreigners)	
9	Lien-marking and Right of set off executed? For foreigners and clients using cash cover as collateral (Credit Limit to be allocated at 100% of the cash cover).	
10	Proof of residence / call report attached/Utility bills	
11	CRB check done? (attach a copy of the CRB report)	
12	Is Maximum Limit recommended equals to 1.5x net disposable income?	

### Declaration

We do confirm that we have discussed and explained the term & conditions of SBM Bank credit card use, collected and certified as true copies of the relevant documents and the applicant meet the necessary KYC requirements of the bank.

Sales Officer: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Branch Manager: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_