

March 14, 2022

Dear Ms Rose Kayondo Nakayenga and Mr Enock Senyonga:

It is my pleasure to inform you that our credit committee has approved a loan to **Zigoti Coffee Works Limited**. A summary of the renewed loan terms is attached.

Below is a list of contacts at Root Capital who you may contact regarding different matters. If you have any doubts and are unsure to whom to direct your inquiry, you may always contact me and I will ensure that your issue is resolved in a timely manner.

| Name                   | E-mail address           | Contact for the following matters:   |
|------------------------|--------------------------|--|
| Innocent Murwanashyaka | zngetich@rootcapital.org | Loan terms<br>Request for additional disbursements<br>Submit invoices for processing of payments<br>Questions related to payments, disbursements or bank transfers<br>General concerns |
| Joseph Kiarie          | jkiarie@rootcapital.org  | Submission of monitoring reports.<br>Sending information related to fulfillment of Eligible Contracts in the Borrowing Base.   |

Attached please find the following legal documents related to the loan:

- The Loan Agreement, which describes the renewed loan terms, in detail.
- Annex A, *(to be sent later)* Repayment Instructions by which **Zigoti Coffee Works Limited** will undertake the responsibility of providing instructions to your buyers to make payments to Root Capital's bank account for all contracts that form part of the Borrowing Base
- Annex B a schedule of approved indebtedness which lists current and existing debts by **Zigoti Coffee Works Limited** from other financial institutions as of the date of this notice;
- Annex C a signature certification and disbursement authorization form which should be filled out by legal representatives of the Borrower in the form and manner described by the Annex;
- Two (2) Guarantee Agreements, which should be signed by yourselves in the presence of a notary public or commissioner of oaths.

*We reiterate the importance of completing all blank spaces in the documents described above, including initialing all pages of the Loan Agreement as well as indicating dates and signatures throughout the documents.*

We are able to make the first disbursement under these renewed terms against scanned copies of these documents; however, original documents must be returned to our regional office in Kenya by courier mail (e.g. DHL/FEDEX/TNT) at the following address:

Attn. Immaculate Mureithi  
HighView Estate Phase 1 House No. 1  
Off Mbagathi Road, OPP Kemri HQ  
Nairobi, Kenya

Please call +254723782621

*We ask that you to provide a receipt or tracking number as evidence that the original documents have been sent via courier mail and not by postal mail within three days of the loan documents being signed.*



Once the first disbursement is made, our monitoring team will be in touch to send a report that must be completed as follows:

- \*Details regarding production, harvesting and processing – every month.
- \*Status of the contracts that form part of the loan collateral – every month.
- \*Sales and total financing received (including financial entities other than Root Capital) – every month.

We greatly appreciate your timely response to our request of information, as it will allow us to respond quickly to the needs of your organization and would also allow us to consider more favorable terms when evaluating a renewal loan for **Zigoti Coffee Works Limited** the following year.

Root Capital is pleased to have **Zigoti Coffee Works Limited** as a client, and we wish you much success in your commercial operations in the coming months.

Best regards,

Zakayo Ng'etich