



## PETTYCASH LOAN APPLICATION FORM

### 1. APPLICANTS DETAILS

Initials: Mr  Ms  Mrs  Dr  Miss  others: \_\_\_\_\_  
Membership No: \_\_\_\_\_ First Name: \_\_\_\_\_ Surname: \_\_\_\_\_  
Omang No: \_\_\_\_\_ Gender: \_\_\_\_\_ DOB: \_\_\_\_\_ Retirement Date: \_\_\_\_\_  
Marital Status: Single  Married  Divorced  Windowed   
Postal Address: \_\_\_\_\_  
Physical Address: \_\_\_\_\_  
Tel: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_  
Home Village: \_\_\_\_\_ Ward: \_\_\_\_\_  
Designation: \_\_\_\_\_ Workplace: \_\_\_\_\_  
Employer: \_\_\_\_\_ Department: \_\_\_\_\_ Tel (W): \_\_\_\_\_  
Name of Chief/Headman: \_\_\_\_\_ District: \_\_\_\_\_  
**Next of Kin** (in case of emergency)  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Tel: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

### 2. BANK DETAILS

Bank: \_\_\_\_\_ Branch: \_\_\_\_\_  
Account No: \_\_\_\_\_  
Amount Applied For: P \_\_\_\_\_  
Amount in Words: \_\_\_\_\_  
**Payment method- Direct debit:**  
Petty Cash Loan is payable in two months (2) and attracts 10% monthly interest I  
\_\_\_\_\_ authorise the Society to deduct the sum of P \_\_\_\_\_  
directly from by bank.  
1<sup>st</sup> instalment of P \_\_\_\_\_ on the \_\_\_\_\_  
2<sup>nd</sup> instalment of P \_\_\_\_\_ on the \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Account No. \_\_\_\_\_ Branch Name: \_\_\_\_\_ Branch Code: \_\_\_\_\_

NOTE: Transactional costs of P 7.50 would be charged to members in case of insufficient funds

PAYMENTS CAN BE FORWARDED TO ACCOUNT NUMBER **3401673 BARCLAYS HOUSE BRANCH**

Member's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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### 3. OFFICIAL USE ONLY

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Loan applied for: P \_\_\_\_\_  
Last Petty Cash Loan Applied for: P \_\_\_\_\_ Date: \_\_\_\_\_  
Amount paid  Recovered from Savings  P \_\_\_\_\_  
Date paid/recovered \_\_\_\_\_ Shares Balance: P \_\_\_\_\_  
Name: \_\_\_\_\_ Designation: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### 4. SUPERVISOR

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Supervisor Name: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

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### 5. MANAGER'S DECISION

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Remarks: \_\_\_\_\_  
Name: \_\_\_\_\_ Designation: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NB: PLEASE ATTACH A COPY OF ADVICE SLIP, OMANG AND DEPOSIT SLIP (of any recent Petty cash loan payment) TO THIS APPLICATION.**