

Document Checklist

Document requirements – For Application of General Banking Facilities-		Yes	No	AO	Ops
1. Identification document	Director's / Partner's / Proprietor's ID copy / B/R & or CI copy				
2. Income Proof	(1) Latest Profit Tax Demand Note (copy)				
	(2) Latest Audited Financial Report				
	(3) Updated Management Account (copy)				
	(4) Latest 3-month bank statements				
3. Client Information	(1) Major supplier list and payment method				
	(2) Major Buyer list and payment method				
4. Property Asset Information	(1) Rate Bill (copy)				
	(2) Bank repayment schedule for mortgage, if any (copy)				

(For SFCL's use only)

Note(s):

Recommended lending institution(s)

<u>Name</u>	<u>Approved by:</u>	<u>Date</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Letter of Engagement Yes / No* (delete as appropriate), please attach with copy.

Application check in on:

Confirmed by:

Result

Date:

Approved

Declined , reason:

Lending Institution's offers:

Name of Bank: _____

Loan Amount: _____ Interest Rate: _____ Loan Tenor: _____

Cash Subsidy: _____ Prepayment Penalty: _____

Date customer being notified: _____ Completion date: _____

File completed by: _____ on: _____

SHAPE YOUR WEALTH