



LOAN APPLICATION FORM

Complete this application form and send it to info@boinigeria.com or **(submit to the nearest Zonal Office)**

- **Customer Details:**

Name of Company

Date of Registration

Registration Number

Location of Factory (Please include exact town and LGA)

Email Address of company

Nature of business

Tax Identification Number (TIN)

- **Personal Information of Promoter**

First Name

Last Name

Gender

Female Male

Date of Birth

Email Address

Telephone Number

Residential Address

- **Project**

What are your products? Who are the consumers of your products?

What is your value proposition? (Why will your customers buy your products?)

What is your current number of employees? What will be the additional number of employees after implementation of this project?

- **Raw Material Requirement**

What is / are the major raw material(s) for the project?

What is / are the source(s) of raw material(s)?

Is the distance of factory from the source of raw material? ≤ 10 (Kilometres)

Yes No

Is output available as food product or intermediate input for other end users?

Yes No

Are the products being exported or exportable?

Yes No

List 3 – 5 off-takers, if any?

Please see attachment for Checklist of Documents Required (To be uploaded on BOI online platform)

Checklist of Document Required

1. Formal Application
2. Photocopy of Certificate of Registration (Form CAC/BN/A1).
3. Business Plan
4. Valuation report on existing assets prepared by an accredited BOI valuer.
5. Value of equipment to be purchased from a BOI accredited supplier (including invoices).
6. Source(s) and value of raw materials to be purchased expressed in units.
7. Two (2) passport photographs of the Promoter (business owner)
8. Photocopy of the Current Tax Clearance Certificate of the Proprietor.
9. Means of Identification (i.e. International Passport or Driver's License or National Identity Card) of the Proprietor.
10. Bank Statement of the Business Enterprise for six (6) months.
11. Declaration of Outstanding Liabilities to other Banks and Individuals.
12. Reference letter from a recognized traditional ruler or authorized Local Government Official.
13. Provision of a minimum of two (2) External Guarantors to guarantee the loan. The Guarantors must belong to any of the following categories:
 - i. Senior Civil Servant (not below the rank of Assistant Director).
 - ii. Bankers (not below the level of Branch Manager), with minimum of 5 years in service with the Bank (current employer).
 - iii. Lawyers (SAN).

Individual Guarantor's Requirements

1. Letter of Intent to guarantee
2. Profile/CV of the guarantor.
3. Means of Identification (i.e. International Passport or Driver's License or National Identity Card).
4. Notarized Statement of Net-Worth with affixed passport photographs (Standard Form will be issued by BOI).