



DEVELOPMENT BANK OF SOLOMON ISLANDS

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BUSINESS PLAN AND LOAN APPLICATION FORM COMMERCIAL AND INDUSTRIAL LOANS

Name of Entity:			
Trading Name:			
Email:			
Date Registered:			
Location of Business:			
Postal Address:			
Phone Number:		Cell Number	

Legal form of business - Sole trader/ partnership/ limited liability company. Details of partners/directors. Please attach following details: date of incorporation, registered office; authorised capital, paid up capital, issued shares; shareholders' directors, company secretary, attorneys.

Management

Name	Date of birth	Current role	Relevant experience

Accountant

Name of firm/or Individual	Address	Contact person's name

Business products. Describe your business in detail. Attach extra pages if necessary.

Background (Please provide as much information as possible to tell us about who you are, what you do, and what you want to do – attach as many pages as you wish – we want to know you!)

Financial Status of Business

Please attaché financial statements for the last 3 years.

Last year	2 years ago	3 years ago
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Finance required

Total amount sought SBD\$:	\$
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Loan Purpose: please explain clearly what is required, why it is required and expected benefits to the business

Project cost

	Items to be financed	Cost of items to be financed	Equity	DBSI loan sought
1				
2				
3				
4				
5				
6				
	Total			

Explanatory notes on the above project cost: (Annex if you require more space, attach quotations where necessary to substantiate prices)

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Loan terms requested

Preferred loan repayment term (years)	
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Preferred interest rate to be charged (%)	
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No.	Assets offered as security for loan	Market value SBD\$
1		
2		
3		
4		
	Total	

Explanatory notes on security. Attach details of security in separate sheet if required. Attach latest valuation of any property (ies) offered as security if available.

Summary of projected income statement and ability to pay.

	Income & expenditure		Projected Year 1	Projected Year 2	Projected Year 3
A	Sales				
B	Less: cost of sales				
C	Add: other income				
D	Net income from operations				
E	Less administration & other expenses				
F	Other bank loan interest charged				
G	DBSI loan existing interest charged				
H	DBSI proposed loan interest charged				
I	Depreciation				
J	Net Income before tax				
K	Less: tax				
L	Net profit after tax				

Loan serviceability

L	Net profit after tax				
	Add back the following from above;				
F	Other bank loan interest charged				
G	DBSI existing loan interest charged				
H	DBSI proposed loan interest charged				
I	Depreciation				
	Cash surplus /(deficit)				
	Less: DBSI repayments				
	Less:				
	Margin for contingencies				

Comments on serviceability.

Please provide full detailed projections and basis of projection for your business. First year cash flow projections are essential. Completing this section of your proposal properly and providing supporting documentary evidence where necessary is **critical** to our assessment of your proposal.

Technical aspects of the business. Describe processes, supply chains, etc.

Market aspects & future plans. Describe this in detail.

Business competition & risk. Who are your competitors and what are risks that your business faces and what are your plans to mitigate these risks.

Management and administration aspect

The information given in this document is, to the best of my/our knowledge, accurate. The projections and funding requirements given are based on the best possible estimates of expected performance.

Signature of Enterprise Owner/(s) Date:	Common Seal (For Company)
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NOTE: PLEASE COMPLETE AS MUCH AS YOU CAN ON THE ABOVE FORM AND SIGN BEFORE SUBMITTING. YOU CAN USE YOUR OWN FORMAT FOR DEVELOPING YOUR BUSINESS PLAN IN SUPPORT OF THE REQUEST. PLEASE ENSURE THAT ALL THE ITEMS RAISED ABOVE ARE COVERED IN YOUR BUSINESS PLAN

DETAILED REPLIES TO THE QUESTIONS IN THE FORM WILL MAKE IT EASIER FOR THE BANK TO VERIFY AND ASSESS YOUR REQUEST

THANK YOU

CHECKLIST

- 1.0 Business registration certificate
- 2.0 Current business licenses
- 3.0 Statement of position of all proposed guarantors/directors
- 4.0 For identification purposes: driving license, passport, voter card, or SINPF card- any two to be attached, for principal officers of the business
- 5.0 Tax compliance certificate up to end of last financial year or letter from IRD certifying arrangements made if any
- 6.0 SINPF compliance certificate up to end of last financial year or letter from SINPF certifying arrangements made if any
- 7.0 Loan proposal covering items in the application form supported with proper documentation supporting proposal
- 8.0 Financial statements for the last 3 years