DEVELOPMENT BANK OF SOLOMON ISLANDS
First Floor, Anthony Saru, Building
P.O. Box 911, Honiara, Solomon Islands
: (677) 21595
: www.dbsi.sb

Our Bank, Our Future
Think Solo !

SMALL & MEDIUM ENTERPRISE LOAN APPLICATION FORM

1. Enterprise details:

Name of borrower:				Date of birth: / /	
Trading name:				Date registered: / /	
Occupation:				Employer:	
Location of business:					
Postal address:					
Phone number:				Email:	
Driving license no:				SINPF No:	
Accountant:				Cell phone:	
Employee of Numbers:	Full Time:	Part Time:	Female:	Male:	Other:

2. Background (Personal background, and experience in the business, please attach extra pages if desired – we want to know more about you)

3. Total amount of loan and term sought:

Loan amount	$	Repayment frequency	$	Term (yrs):	

3.(a)Purpose of loan: (describe what do you want to use the loan for)

4. Legal form of business: *(tick whichever is applicable)*

Sole trader		Partnership		Ltd. liability co.		Co-operative	

If the borrowing is for a Partnership or a Limited Liability Company, please provide the following details: (attach extra pages if required.

	Name of partners or shareholders	Occupation	Date of birth	Gender	Ethnicity	% Shares held
1			/ /	M ⬚ F ⬚		
2			/ /	M ⬚ F ⬚		
3			/ /	M ⬚ F ⬚		

5. Statement of assets and liabilities of borrowing entity: *(as at _____)*

Liabilities		Assets	
Current liabilities		Current assets	
Bank overdraft		Cash at bank	
Trade creditors		Debtors	
Hire Purchase		Stock in Trade	
Taxation		Other	
Other		Crops*	
Total current liabilities		*Total current assets*	
Term liabilities		Fixed assets	
DBSI loan		Investments	
Home loan		Land & building	
Other bank loans		Machinery/equipment	
Others		Furniture & Fittings	
		Others	
Total term liabilities		*Total fixed assets*	
Equity			
Total liabilities		**Total assets**	

For Joint borrowers, individual statements of A & L are to be completed and attached.

***** Detail type (s) number, age and estimated value of crops below: (List in additional page if required)

	Type of crop/livestock*	Number	Age/maturity	Estimated value
1				
2				
3				

6, 7 and 8 to be filled for Agriculture & Fishing Loans only

6. General farming:

MAL report & production figures for past 3 years submitted? Future cropping program?	Yes		No	

7. Livestock farming:

Animal husbandry and production report submitted?	Yes		No	

8. Fishing:

Fisheries department report submitted?	Yes		No	
Fishing license number.				

9. Loan account with Development Bank of Solomon Islands:

Do you have or had any loan account with DBSI?	Yes		No	
If yes, please provide account number(s).	a/c no.			

10. Other borrowings outside Development Bank of Solomon Islands:
Do you have any other borrowings outside DBSI e.g. hire purchase, leasing or bank loans? if yes, please provide the relevant details in the table below.

Financing institution			
Type of facility:			
Date approved:			
Amount approved:			
Debt balance & limit: *(whichever is higher)* As at:			
Arrears:			
Repayment:			
Term:			
Interest rate:			

Securities:			

11. Project cost: (Provide quotations where relevant)

No.	Description of assets or working capital to be financed.	(a) Cost of item to be financed	(b) Your contribution	(c) Other source of equity	(d) DBSI loan sought. (d= a-b-c)
1					
2					
3					
4					
5					
Total Project Cost ($)					

12. Securities offered for DBSI loan:

	Asset type & description	Estimated m/value ($)	Already offered to another financier? (yes / no)
1			
2			
3			
4			
Total ($)			

13. Loan facility type: *(tick whichever is applicable)*

Retail		Agriculture - others		Tourism	
Wholesale		Forestry		Manufacturing	
Agriculture - cocoa		Fishing/fisheries		Transportation	
Agriculture – copra/palm		Livestock - poultry		Professional Services	
Agriculture - kava		Livestock – cattle Livestock - piggery		Others	
Agriculture - noni		Livestock - others			

14. Other commitments: (note: examination of bank statements for the last six months at least is mandatory)

Date	Facility	Balance & limit (whichever is higher)	Arrears $	Repayment	Conduct of account

15. Projection of income & expenditure, and ability to repay loan:

	Last year $	Current year $	Forecast year 1 $	Forecast year 2 $
Income				
Business/Farm Sales				
Less: Cost of Goods Sold:				
Add: Other Income				
Total income (a)				
Less: Expenses				

Total expenses (b)				
Net profit before tax (a – b)				
Tax Paid				
Net profit after tax				

16. LOCATION:

PROVINCE:	
CONTSTITUENCY:	
WARD:	

17. CUSTOMER DECLARATION:

The information given in this document is, to the best of my knowledge, accurate. The Projections and funding requirements given are based on the best possible estimates of expected performance.	
SIGNATURE OF APPLICANT (S):	**Date:**

CHECK LIST OF DOCUMENTS TO BE SUBMITTED WITH YOUR APPLICATION

1.0 Identification.
The Bank will require the following documents:
Any two from this list:

(a) Drivers Licence
(b) Passport
(c) Voters Registration Card
(d) NPF Card, or

Any one from (a) to (d) above PLUS either one below:

(e) Birth Certificate
(f) Letter from the recognisee chief, pastor or district priest

2.0 Proof of business: please provide as much information as possible to help us understand your business:

(a) Financial statements for the last 2 years – trading account, profit and loss statement and balance sheet
(b) Bank statements for the last 12 months in the absence of financial statements
(c) Tax returns for the last 2 years
(d) Business Licence, Tax Identification Number, CEMA registration number
(e) Production record if business is farming – sales records - copra sale, cocoa, kava, etc.,
(f) Catch and volume records if business is fishing

3.0 Business plan to support request now submitted

(a) Must be accompanied by detailed quotations for items to be acquired from loan funds
(b) Completed DBSI application form
(c) Detailed projections of income and expenditure supported by basis of projections – this is critical
(d) If retail, service, or manufacturing business you must clearly indicate market, competition, pricing, distance from market, etc., and anything else that may affect your ability to achieve income projected
(e) If business is farming – please obtain, cropping program or livestock breeding program from MAL to support your proposals
(f) If business is fishing – please obtain projected fishing catch projections and indication of any support from the Department of Fisheries for your project if any

4.0 Equity: equity requirement is 20% of the total project cost. Please clearly state how or where you will obtain your equity

5.0 Collateral: clearly indicate what assets you are offering as security for your loan; see Item 12.