

# MINISTRY OF NATIONAL HOUSING



## CIVIL SERVICE HOUSING LOAN FUND

### LOAN APPLICATION FORM

Mr	Mrs	Miss	Ms
First Name(s)			
Surname			
Nationality			
I.D No. (please attach copy)			
Date of Birth			
Marital Status			
Single	Married	Divorced	Widowed
No. of dependants			
Email			
Tel. (Home)		Tel. (Mobile)	
Postal Address			

### EMPLOYMENTS DETAILS

Station
E.C Number
Date of First appointment
Current Job Title
Grade
Tel. (Work)
Number of years before retiring age (65 years)

Previous employer if less than three years in government
No. of years with previous employer

## RESIDENCE DETAILS

Present residential address (please give full details-plot no, street name, area, etc		
Length of stay at present address	Years	Months
Accommodation type: Staying with parents	Owned	Rented
Employer provided	Mortgaged Monthly	

## BANK DETAILS

Bank Name & Branch		
Type of Account		
Account No. (s)		

## REFEREES

Full Name	Full Name
Relationship	Relationship
No. of years known	No. of years known
Nationality	Nationality
Tel. No. Home	Tel. No. Home
Work	Work
Mobile	Mobile
Work Address	Work Address
Home Address	Home Address
Occupation	Occupation
Employer	Employer

## LOAN DETAILS



## DECLARATION AND ACCEPTANCE

- I here certify that all the particulars given by me are true and complete
- I understand that should the Inter Ministerial Civil Service housing Committee discover any material facts to have been falsified on this form my application shall automatically be disqualified.
- Please arrange to deduct my loan installment from my salary, allowances and other benefits every month with immediate effect and pay the amount directly to the Ministry of Local Government, Public Works and National Housing.
- I also hereby authorize you to pay terminal benefits or final salary directly to the Ministry in the event of termination benefits of my employment.
- I agree and understand that this agreement will be in force until it is canceled in writing by me and confirmed by the Ministry.
- Housing Committee to make any lawful enquiries regarding all the facts on this application to assist the board in determining this application.
- I understand that should my application be successful I shall enter into an agreement with Ministry of Local Government, Public Works and National Housing in respect of this loan.
- I understand that I am bound by the provisions of the Fund's Constitution.

Name of Applicant .....

Signature .....

Date .....

### **WITNESS**

1. Name .....

Signature .....

2. Name .....

Signature .....

3. Name .....

Signature .....