



## Membership Application Form

Date of Application.....

### **1. Basic Information**

Name of Organisation .....

Legal status .....

Years in Operation.....

Branches (indicate location by District).....

Physical Location            i. District .....

   ii. Sub-county.....

   iii. Trading Center.....

Office Contact                i. Contact Person.....

   ii. Postal Address.....

   iii. Tel ( office/mobile) .....

   iii. Email.....

   v. Website.....

Vision .....

Mission.....

### **2.Business Information**

Number of members ( if applicable) .....

Number of Active clients:    Borrowers.....Savers.....

Current loans ( value in Ushs)..... Savings.....



<b>3. Governance and management</b>		
Composition of the Board executive (Chairman, vice-chairman, Secretary and treasurer) and their qualifications	<b>Name</b>	<b>qualification</b>
Composition of the senior management team ( general manager, operations, finance and human resource	<b>Name</b>	<b>qualification</b>
Board committees	<b>Name</b>	<b>Frequency of meeting</b>
Target market ( e.g women , youth, disabled, artisans, farmers, traders etc		
<b>4. Range of Products and Services</b>		
Indicate the type of activities funded by your organization (activities your clients are engaged in)		



Indicate the credit and savings products your institution offers to its clients	
Indicate the enterprise development services your institution offers to its clients	
Indicate any other services your institution offers to its clients	
<b>4. Policies and procedures</b>	
Indicate the policy manuals in existence ( board, operations, human resource etc)	

**PLEASE ATTACH:**

- 1. CERTIFICATE OF REGISTRATION**
- 2. ARTICLES AND MEMORANDUM OF ASSOCIATION**
- 3. LATEST AUDITED ACCOUNTS**
- 4. BROCHURE OR LATEST ANNUAL REPORT, IF AVAILABLE**