



**ENIDC Application Requirements for Work-Order Financing**

Name of Entity; \_\_\_\_\_ Received by; \_\_\_\_\_

Date; \_\_\_\_/\_\_\_\_/\_\_\_\_ Signature; \_\_\_\_\_

| Application Requirements                                                                                                                                                                     | (please tick document submitted) | Comment |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------|
| 1. Certificate of Incorporation                                                                                                                                                              | <input type="checkbox"/>         |         |
| 2. Memorandum and Articles of Association                                                                                                                                                    | <input type="checkbox"/>         |         |
| 3. Form J -(6 Months certified)                                                                                                                                                              | <input type="checkbox"/>         |         |
| 4. Company Profile                                                                                                                                                                           | <input type="checkbox"/>         |         |
| 5. Form C (where applicable) (6 Months certified)                                                                                                                                            | <input type="checkbox"/>         |         |
| 6. Trading License (or application) (6 Months certified)                                                                                                                                     | <input type="checkbox"/>         |         |
| 7. Valid Tax Compliance Certificate                                                                                                                                                          | <input type="checkbox"/>         |         |
| 8. ENPF Clearance                                                                                                                                                                            |                                  |         |
| 9. Company Resolution to Borrow (on Company letter-head)                                                                                                                                     | <input type="checkbox"/>         |         |
| 10. Application Letter (specify the amount requested)                                                                                                                                        | <input type="checkbox"/>         |         |
| 11. Company Proof of Residence (Utility bill not older than three months / Lease Agreement)                                                                                                  | <input type="checkbox"/>         |         |
| 12. Directors' ID Copies (6 Months certified)                                                                                                                                                | <input type="checkbox"/>         |         |
| 13. Directors' Proof of Residence                                                                                                                                                            | <input type="checkbox"/>         |         |
| 14. Directors' CVs                                                                                                                                                                           | <input type="checkbox"/>         |         |
| 15. Foreign Director(s) Work Permits                                                                                                                                                         | <input type="checkbox"/>         |         |
| 16. Debtors and Creditors Aged Analysis                                                                                                                                                      | <input type="checkbox"/>         |         |
| 17. Cash Flow Projections (monthly for the first year and annually for the loan period)                                                                                                      | <input type="checkbox"/>         |         |
| 18. Bank Statements (last 6 months)                                                                                                                                                          | <input type="checkbox"/>         |         |
| 19. Key Personnel CVs                                                                                                                                                                        | <input type="checkbox"/>         |         |
| 20. Quotations (not older than 3 months)                                                                                                                                                     | <input type="checkbox"/>         |         |
| 21. Orders / Tenders / Contracts                                                                                                                                                             | <input type="checkbox"/>         |         |
| 22. Proof of Collateral / Security e.g. Property Valuation Report / Directors' Contribution (optional)                                                                                       | <input type="checkbox"/>         |         |
| 23. Confirmation of the work order by the contracting organization (Contractor) stipulating the contract amount and delivery time lines.                                                     | <input type="checkbox"/>         |         |
| 24. Confirmation of capacity to deliver the work order by the Contractee.                                                                                                                    | <input type="checkbox"/>         |         |
| 25. Submission of supporting invoices for required materials or services to deliver the contract work.                                                                                       | <input type="checkbox"/>         |         |
| 26. Confirmation that payments by the contracting organization (Contractor) will be made through the Corporation on the instruction of Contractee/ signing of cession of proceeds agreement. | <input type="checkbox"/>         |         |

Name and Surname of Project Promoter- \_\_\_\_\_

Date of submission; \_\_\_\_\_

Signature; \_\_\_\_\_