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### **Fashaa Madhadhu Loan (Existing business)**

Required Basic Documents (*but not limited to*):

(*Additional documents may be required based on the project*)

#### **1. Identification and Business Registration Documents**

- a. ID Card Copy of applicant (6 months validity)
- b. Customer Information Form of the applicant and business
- c. Copy of Business Registration / Profile Sheet (if applicable)
- d. Board Resolution for companies/partnerships stating the authorized signatory and nominee on behalf of the business (draft format available on our website)
- e. Copy of Memorandum of Association and Articles of Association
- f. Copy of Partnership Deed
- g. Applicable Permits for the operation of the business

#### **2. Tax-Related Documents (If applicable)**

- a. GST/TGST and with vouchers of the business for the past 4 quarters or for the duration of business operations if the business has been in operation for less than one year.
- b. Tax Clearance Report/Due Statement/Instalment Agreement made with MIRA.

#### **3. Income Verification Documents**

- a. Business Bank Account Statement for the past 12 months (for verification of business income)
- b. Management Account
- c. Employment letter (if salary is not routed through bank account)
- d. Personal Bank Account Statement for the past 12 months (for applicant)
- e. Proof of sector-experience or qualification of applicant

#### **4. Project Related Documents**

- a. Quotations for purchases to be made from the loan facility (if the purchases are made from abroad, the quotation price should be inclusive of all expenses for import)
- b. Itemized BOQ (material cost, labour cost) (if applicable)
- c. Financial forecast