

Eligibility Criteria:

NOTE: Existing loan facilities must at a minimum, be in good order (the loan must not be more than 89 days past due) as at the end of February 2020



COVID-19 RELIEF SCHEME



List of Essential information and documents to be submitted

Officer Name: Date :

Applicant Name:

FORMS

- Relief Scheme Application form & CIS form
- CIS Forms (Individual/Company)
- PEP Form

Persuant to the AML, Act 2020; section 35.(1) Obligation to apply customer due diligence measures, the following has to be adhered to:-

KYC DOCS (For all Partners/Shareholders/Directors)

- Valid ID Card/Passport
- Proof of Address-Utility Bill, Telephone Bill, Bank Statements or letter from District Administrator (not more than 3 months old - duly stamped)

SELF-EMPLOYED INDIVIDUALS/PARTNERSHIP

- Tax identification certificate
- Valid business license

COMPANY

- Board of Resolution with regards to the business affair with DBS (if available)
- Tax identification certificate
- Beneficial Owner Declaration (Form attached)

DOCUMENTS TO BE SUBMITTED FOR CREDIT ASSESSMENT

- Payroll file (*February & March 2020*)
- Utility Bills (*for the past three months*)
- Copies of contracts impacted by the crisis
- Any other document that will support your working capital requirement
- Forecast Cash Flow statement for at least six (6) months
- Latest business Tax Return or Audited Account that has been lodged at SRC (*This will help the Bank to know whether your business Annual Turnover does not exceed SR25 Million. Any amount exceeding this threshold will not qualify for the financial assistance*)

DOCUMENTS FROM YOUR COMMERCIAL BANK

- Bank statement relating to business activity for the past six (6) months
- Up to date loan statement with any other commercial banks

SECURITY

It is a requirement that an asset is pledged as security for repayment of at least 30% of the loan amount. In the event of default and that all measures for recovery has been exhausted the asset will be forfeited so that the debt can be settled.

The list of security accepted by the Bank is detailed on Page 3 of the COVID-19 Relief Scheme application form. Kindly select the most appropriate one that will secure the debt with Development Bank of Seychelles

ONLINE APPLICATION ARE ACCEPTABLE. KINDLY ENSURE THAT YOUR APPLICATION IS DULLY COMPLETED UPON SUBMISSION.



COVID-19 RELIEF SCHEME DETAILS

MINIMUM LOAN AMOUNT	SR 50,000/-
MAXIMUM LOAN AMOUNT	ANY AMOUNT HIGHER THAN THE ABOVE WILL BE DETERMINED BY THE BANK BASED ON YOUR REQUIREMENT
INTEREST RATE	1.5%
GRACE PERIOD	6 MONTHS
REPAYMENT TERM	UP TO 3 YEARS



Development Bank of Seychelles

Application Form

**COVID-19
RELIEF SCHEME**

Your Partner in Development

Sector:

Loan Account No :

Scheme:

Section 1: Applicant Details

First Applicant/Shareholder

Title: Mr. Mrs. Ms. (attach copy of ID)

First Name (s)

Surname:

ID Type (Select one): National ID Passport

Residential Address:

Postal/Business address (if different from residential)

(attach proof of Address: not more than 3months old e.g utility bills, telephone bill, Bank Statement or letter from District Administrator)

Contact details

Mobile /Home

Email:

Second Applicant/Shareholder

Title: Mr. Mrs. Ms. (attach copy of ID)

First Name (s)

Surname:

ID Type (Select one): National ID Passport

Residential Address:

Postal/Business address (if different from residential)

(attach proof of Address: not more than 3months old e.g utility bills, telephone bill, Bank Statement or letter from District Administrator)

Contact details

Mobile /Home

Email:

Section 2: Declaration of Assets and Commitments

Do you own any asset of significant value: Yes No

Type	Description	Estimate value
<input type="checkbox"/> Land	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Building	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Vessel/Engine	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Vehicle	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Equipment	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Fixed Deposit	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Cash/Bank	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Stock/Shares	<input type="text"/>	<input type="text"/>

Do you have any 1. Loans from employer Yes No
 2. Business Loans Yes No
 3. Personals Loan Yes No

if yes please fill in the following details and attached latest Loan Account Statement

Lender	Amount
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Do you own any asset of significant value: Yes No

Type	Description	Estimate value
<input type="checkbox"/> Land	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Building	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Vessel/Engine	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Vehicle	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Equipment	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Fixed Deposit	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Cash/Bank	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Stock/Shares	<input type="text"/>	<input type="text"/>

Do you have any 1. Loans from employer Yes No
 2. Business Loans Yes No
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if yes please fill in the following details and attached latest Loan Account Statement

Lender	Amount
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Section 3: Loan details

Loan Amount:

Grace Period:

Loan Tenor:

Reason for applying for the debt relief or restructuring (A letter with further explanation can be submitted to support the request)

Note: No Interest during grace will be applicable

Section 4 : Security

It is a requirement that an asset is pledged as security for repayment of the loan. In the event of default and that all measures for recovery has been exhausted the asset will be forfeited so that the debt can be settled.

Select which form of security will be given for this relief assistance:

- Mortgage/Charge on freehold property (attach certificate of official search, Location plan, valuation of property)
- Mortgage/Charge on leasehold property (attach copy of lease agreement and valuation of building)
- Bank Guarantee (please attached copy of certificate (attach copy of certificate)
- Pledge on vehicle (attach copy of registration certificate, valid insurance premium and valuation of vehicle)
- Pledge on vessel (attach copy of license, insurance and boat valuation)
- Guarantor(s) (Guarantors to complete a Guarantor Declaration Form, to provide copy of latest payslip, ID Card, Proof of Address)

Note : Details for documents to be submitted as per your preferred security are listed on the checklist

Disclaimer: DBS reserves the right to request additional or other securities should there be any shortfall in the security cover

Section 5 : Applicant's Declaration

I/We the individual(s) named in this application hereby declare that, to the best of my/our knowledge and belief, the particulars given in this form by me/us are true and complete; I/We hereby agree to communicate to DBS any changes that may affect the representation of this application (including for example changes in contact details and employment particulars); I/We hereby also authorize DBS to disclose any information relating to the loan/request to the guarantor(s) (if applicable) for the term of the guarantee; By signing this form, I/We authorize you to obtain any information you may require relating to this application form from my/our employer, if any, and from any other source to which you may apply, each source being hereby authorize by me/us to provide you with such information; I/We hereby confirm that I/We have read, understood and agree to accept all the terms and conditions stipulated herein this form.

1st Applicant/Shareholder

2nd Applicant/Guarantor/Chargor/Pledgor

Signature	<input type="text"/>	Signature	<input type="text"/>
Name	<input type="text"/>	Name	<input type="text"/>
Date	<input type="text"/>	Date	<input type="text"/>

For office use only

Form completed fully	<input type="checkbox"/>	Identification seen & checked	<input type="checkbox"/>
Form signed & signature confirmed	<input type="checkbox"/>	proof of address seen & checked	<input type="checkbox"/>
Does security meet the criteria	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Guarantor(s) qualify	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>		
CIS Check	Yes <input type="checkbox"/> No <input type="checkbox"/>	if Yes: Pass / Special Mention / Substandard Doubtful / Loss	

Records with DBS-Past Very good / Satisfactory / Bad
Existing Very good / Satisfactory / Bad

Loan INT..... RPMT TERM GRACE.....

Conditions

Officer's comments

I have examined all the relevant documents and confirm that they are in order and in line with the bank's policies

Officer Name:..... Signature: Date:.....

Verified by:..... Signature:..... Date:.....