

APPLICATION FOR CREDIT FACILITIES

1) NAME OF COMPANY IN FULL : (Please use capital letters)

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2) a) BUSINESS ADDRESS:

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b) Phone

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c) Fax:

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d) Email:

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3) (a) FOR PARTNERSHIP/PROPRIETORSHIP FIRMS:-

DATE OF ESTABLISHMENT:

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |
|---|---|---|---|---|---|---|---|

(b) FOR COMPANIES:-

DATE OF INCORPORATION:

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |
|---|---|---|---|---|---|---|---|

PLACE OF INCORPORATION: _____

REGISTERED OFFICE ADDRESS:

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Phone

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Fax:

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(c) BUSINESS REGISTRATION CERTIFICATE No.

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VALID TILL: _____ (Please enclose copy)

4) BUSINESS ACTIVITY: (Brief introduction/detailed write up may please be enclosed separately)

| |
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5) NATURE OF CREDIT FACILITIES ASKED FOR:

| TYPE OF FACILITY | CURRENCY (HKD/USD) | EXISTING LIMIT/S | PROPOSED LIMIT/S |
|------------------|--------------------|------------------|------------------|
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Justification for enhancement in limits, if requested:

6) PARTICULARS OF DIRECTORS/PARTNERS:

| S. No | Name in full | S/o, D/o, W/o | Address/phone number/ email | Passport No/ HKID No |
|-------|--------------|---------------|-----------------------------|----------------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |

7) NAME OF PROFESSIONAL DIRECTOR/MANAGER (IF ANY):

| | | | | | | | | | | | | | | | | | | | | |
|--------|--|--|--|--|--|--|--|--|--|--|------|--|--|--|--|--|--|--|--|--|
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| Phone | | | | | | | | | | | Fax: | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | |
| Email: | | | | | | | | | | | | | | | | | | | | |
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8) PARTICULARS OF SECURITIES/GUARANTEES OFFERED:-

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9) NAME OF OTHER BANKS AND CREDIT FACILITIES AVAILED: (Please include mortgage/vehicle/ any other loans availed)

| Name of bank | Facilities | Limit (HKD/USD) | Rate of interest | Securities provided/ Facility Margin |
|--------------|------------|-----------------|------------------|--------------------------------------|
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10) SELECT FINANCIALS:

| Parameters | Previous to last year (Actual) | Last year (Actual) | Current year (Estimates) | Next year (Projections) |
|---------------------|--------------------------------|--------------------|--------------------------|-------------------------|
| | 2006-07 | 2007-08 | 2008-09 | 2009-10 |
| Authorized Capital | | | | |
| Paid up Capital | | | | |
| Reserves/surplus | | | | |
| Current Assets | | | | |
| Current Liabilities | | | | |
| Net Sales | | | | |
| Gross profit | | | | |
| Net profit | | | | |

Actual sales achieved during the current year till the month previous to the date of application: _____

11) a) Major purchases are from:

| Name of customer | Country | Terms | % of total purchases |
|------------------|---------|-------|----------------------|
| | | | |
| | | | |
| | | | |
| | | | |

b) Major sales/exports are to:

| Name of customer | Country | Terms | % of total sales |
|------------------|---------|-------|------------------|
| | | | |
| | | | |
| | | | |
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12) Any other additional information:

Dated: / /200

Signature: _____

Checklist of documents to be attached:

- Copy of valid Business Registration Certificate
- Personal Financial Statement [PFS]
- Copies of Passport/HKID of Directors/Partners
- Audited Balance Sheets of the last three years
- Provisional balance sheet for last year if audited not available
- Any other document in support of the above information

11. PRESENT OCCUPATION AND POSITION HELD:

12. PREVIOUS OCCUPATION AND POSITION HELD:

13. ANNUAL INCOME (FROM ALL SOURCES):

14. POSITION OF ASSETS AND LIABILITIES AS ON _____ :

| ASSETS | HKD | LIABILITIES | HKD |
|--|-----|---|-----|
| Cash & Bank balances | | Notes Payable | |
| Accounts receivables | | Accounts Payable | |
| Stocks & Shares (As per Schedule A) | | Taxes payable | |
| Insurance Policies (surrender value) | | Contracts payable | |
| Investments in a) Business (Please provide the names of the firms): 1. 2. 3. 4. | | Liabilities under guarantees | |
| b) Real Estate (As per Schedule B) | | Real estate indebtedness | |
| c) Other Assets 1. 2. 3. 4. | | Other liabilities (with brief description) 1. 2. 3. 4. | |
| TOTAL ASSETS | | TOTAL LIABILITIES | |

[SCHEDULE A & B ATTACHED AS PER ANNEXURE]

PLACE:

DATE:

SIGNATURE: _____



CHECKLIST OF DOCUMENTS TO BE ATTACHED:

- Copy of Passport/HKID/ Other IDs
- Proof of latest address like telephone/electricity bills, etc.
- Latest Income Tax Returns
- Latest audited Balance Sheet
- Any other documents to supplement the information provided.

SCHEDULE (A) DETAILS OF STOCKS AND BONDS:

| DESCRIPTION | NUMBER OF SHARES/ AMOUNT OF BONDS | CURRENT MARKET VALUE OF LISTED SHARES | ESTIMATED VALUE OF UNLISTED SHARES |
|-------------|--------------------------------------|---|--|
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SCHEDULE (B) REAL ESTATE:

| LOCATION AND TYPE OF PROPERTY (COMMERCIAL/ RESIDENTIAL) | TITLE IN NAME OF (PLEASE INDICATE % OF OWNERSHIP) | ESTIMATED VALUE (HKD) | AMOUNT OWING ON MORTGAGE (IF ANY) | IF MORTGAGED, TO WHOM |
|---|---|--------------------------|---|--------------------------|
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Any other information that may be relevant:

If additional space is required, please use separate sheet

PLACE:
DATE:

SIGNATURE: _____