

**HEALTH SECTOR STAFF
MUTUAL AID GROUP
(HSS-MAG TONTINE)**

P.O. Box: 84 Kigali
Tel :
Email : hss.mag2017@gmail.com
Website :

HSS-MAG LOAN APPLICATION FORM

A. APPLICANT'S PERSONAL INFORMATION:

Name :
Date of birth:
HSS-MAG member since: .../.../..... Saving per month(Rwf):.....
ID number :
Email :
Tel:
Bank Account Number:.....Bank Name:.....

B. EMPLOYMENT DETAILS:

Institution:
Position:
Employment terms:
 Appointed
 Permanent
 Fixed contract*
 Other:

**Please indicate contract termination date:*
Consider that your Loan Repayment period must not exceed the contract duration.

C. TYPE OF LOAN: (see page 3 for details on loans)

- Ordinary Loan Ordinary Loan Plus* Urgent Loan (Max Frw200,000)
- Total amount saving: Rwfin words:
.....
 - Amount requested: Rwfin words:
.....

*In the event that the applicant is requesting an Ordinary Loan and Ordinary Loan Plus, the applicant will be required to identify at least one guarantor who's HSS-MAG saving would be sufficient to cover the missing part of applicant's requested amount. The applicant can have up to three guarantors.

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Applicant's Signature:

Done in:

Date:

D. GUARANTORS (IF REQUIRED):

First guarantor's name & signature:

Second guarantor's name & signature:

Third guarantor's name & Signature:

THE FOLLOWING SECTION IS TO BE FILLED ONLY BY HSS-MAG BOARD OF DIRECTOR MEMBERS

E. LOAN REQUEST:

Approved Declined

Additional information regarding the decision taken by the BoD members:

.....
.....
.....
.....

F. REQUEST HANDLED BY:

1. Head of Institution's name.....

Date:

Signature:

2. BoD member's name.....

Date:

Signature:

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HSS-MAG LOAN PRODUCTS

❖ Ordinary Loan:

An **ordinary loan** is granted at the end of each month. **Ordinary Loan = Savings X 2** This loan is **payable within 3 years by considering your contract duration requires a minimum of one (1) and a maximum of Two (2) guarantors but no guarantor required for loan minimum or equal to Member's Savings**, Loan reimbursed with an **annual interest rate of 3%**.

❖ Ordinary Loan Plus:

An **ordinary loan plus** is granted at the end of each month. The loan can be more than the Saving X2 amount of the member but **requires a minimum of one (1) and a maximum of three (3) guarantors**. This loan is **payable within 3 years but considering contract duration**, at an **annual interest rate of 3%**.

❖ Urgent Loan:

Urgent loan is granted to a member under special circumstances like school fees, illness, fire, accident, etc. The **maximum amount for that loan is Frw200,000, payable in 3 months at a flat fee of 5%**.

After all subcommittees sign off, HR will submit the soft copy and List of all applicant of the Loan to HSS-MAG Loan Request Email before 15th of Each month.