

Facility type:

☐
☐

Purchase Order Facility
Invoice Discounting

FOR OFFICE USE ONLY

Application reference:

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1. DETAILS OF APPLYING BUSINESS AND SURETY (complete where applicable):

1.1. Company Name: _____

1.2. Company Registration Number: _____

1.3. Industry: _____

1.4. Description / Nature of business:

1.5. Form of Incorporation:

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☐
☐
☐
☐

Close corporation
Private Company
Public Company
Trust
Other

If other, please specify: _____

1.6. Date of Registration: _____

1.7. Business Address (physical): _____

1.8. Business Address (postal): _____

1.9. Contact Number (mobile): _____

Office number: _____

Email Address: _____

1.10. How did you find out about Bellatrix SME Finance?

☐	Word of Mouth/ referred by friend
☐	Advert in Newspaper/Web/TV and Radio
☐	Social media (Twitter, Instagram, Facebook, LinkedIn, WhatsApp)
☐	Others: (Specify) _____

1.11. Is the business standing/providing surety for anyone?

☐	Yes
☐	No

Institution	Amount	Debtor	Outstanding Debt Balance

1.12. Details of Directors, Shareholder/Member or Beneficial Owners

Full name	Designation (members, shareholders, directors or trustees)	Member Interest (shareholding percentage)	Signatures

NOTE: If the corporation is owned by more than 2 members, a members' resolution ought to be completed and signed. Contact office if applicable.

1.13. Banking Details

Bank Name	
Account/Business Name	
Account Number	
Branch Name/code	

1.14. FACILITY AMOUNT REQUIRED

PURPOSE	AMOUNT N\$
Raw Material and Labour (quotation to be attached).	
Transport	
Working capital	
Other (specify)	
Own Contribution (if any)	
Total amount required	

1.15. Off-taker/Buyer name:

1.16. Type of entity or institution that issued the tender?

- ☐ Central government (Ministries)
- ☐ Regional government (Regional Councils)
- ☐ Local authorities (Town and Village Councils)
- ☐ State-owned enterprises/Parastatals
- ☐ NGOs/Donor-funded entities
- ☐ Private sector

1.17. REFERENCES (WORK PREVIOUSLY COMPLETED)

Employer/Off-taker	Project Description	Project Duration	Contact of Reference	Project Value (N\$)	Location

Authorised signature 1: _____

Date: _____

Authorised signature 2: _____

Date: _____

Authorised signature 3: _____

Date: _____

DISCLAIMER:

- **The application process ought to take 3-5 days**
- This application **does not guarantee** that you will be approved for the facility and is in no way binding on any party.

Please take note to attach the following documents to your application:

- Business registration documents
- Company Profile
- Certified Managing members' ID (not more than 3 months old)
- Proof of Residence
- Members' resolution (if more than one member)
- Purchase order
- Quotations from suppliers
- Specifications sheet
- Marriage certificate (if married)
- Bank confirmation letter
- Delivery notes (if project partially completed)
- Quotations/Invoices of items already delivered (if project partially completed)
- 6 month's bank statement

*This application form and supporting documents ought to be sent to GIF@bellatrixcap.com or hand delivered at 1184 Johnson Street, Eros, Windhoek, Namibia.

*Please ensure that the documents are scanned neatly and in PDF format.

Terms and Conditions

1. The disbursement of funds ought to be secured by a cession agreement which is signed, initialed and stamped by all three parties.
2. The standard interest rate is Prime less 4% on purchase order financing and 10% on invoice discounting. Any adjustments to the interest rate ought to be stipulated in writing.
3. Funds are paid directly to the supplier.
4. Funds disbursed to suppliers may not be refunded to client/SME unless otherwise communicated by Bellatrix Green Finance Facility (Pty) Ltd.
5. Bellatrix Green Finance Facility (Pty) Ltd reserves the right to make contact with the SME's supplier and their off-taker. Communication will pertain to enquiries and routine follow-ups regarding the transaction.
6. The signing of the cession agreement does not bind Bellatrix Green Finance Facility (Pty) Ltd to disburse funds.
7. Bellatrix Green Finance Facility (Pty) Ltd holds the right to withhold the disbursement of funds for as long as they deem fit.