

**APPLICATION FORM
FOR
EDUCATION AND START-UP LIFE LOANS FOR GEPF MEMBERS**



PASTE APPLICANT'S
PASSPORT SIZE
PHOTOGRAPH
HERE



Reference Number	
Branch	
Date	
Funding Account	

Loan Purpose (tick where applicable)	<input type="checkbox"/> EDUCATION	<input type="checkbox"/> START-UP LIFE
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Eligibility	
<p>An Applicant should have contributed to GEPF for the period not less than 2 years for Education loan, but for Startup-life loan those who have contributed less than three months will qualify 2times of their salaries while for those who have contributed at-least five month but limited to one year will be qualified 3times of their salaries. The repayment for start-up life loan will range from 1-2yrs.</p>	

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| Supporting documents | |
| <ul style="list-style-type: none"> ▪ Copy of GEPF membership card (both loan applications) ▪ Certified copy of recent two salary slips (both loan applications) ▪ Certified copy of confirmation letter (both loan applications) ▪ Admission letter from the institution of admission (education loan) ▪ Permission/acceptance letter from employer to undertake studies (education loan) ▪ Fee structure from the institution of admission (education loan) ▪ Employer's guarantee for monthly deductions from employee's salary to TPB (both loan applications) | |

1.0 Personal Particulars		
1.1 Surname:	Other names:	
1.2 Age:	1.3 Sex (tick where applicable): <input type="checkbox"/> Male <input type="checkbox"/> Female	
1.4 GEPF Cheque /Membership Number:	1.5 Employee's file No:	
1.6 Employer:	1.7 Vote: 1.8 Sub vote:	
1.9 Date of first employment:	1.10 Date of confirmation:	
1.11 Contact details:	Mobile 1: Mobile 2:	
1.12 Present Residence:	Street: House No:	
	Town/City:	
1.13 Office Physical Address		
1.14 Spouse	Name:	
	Occupation and Employer:	
	Mobile 1: Mobile 2:	
1.15 Next of Kin	Name:	
	Relationship: Mobile 1:	
	Occupation and Employer:	
2.0 GEPF Official Review	Branch:	
	Member's contributions total (TZS):	
	The likely deductible amount per month (TZS):	
	Officer's opinions:	
	Name of recommending officer	
	Designation	
	Signature	Rubber Stamp:
	Date	

3.0 Financing Requirements		
3.1 Applicant's Basic salary		(TZS)
3.2 Net salary per month		(TZS)
3.3 Total loan applied		(TZS)
3.4 Monthly deduction amount to recover 3.3 above		(TZS)
3.5 Proposed repayment period in years		
3.6 Are you currently repaying any existing loan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3.7 If YES, will the current loan affect the fulfillment of 1/3 rule for your salary?		<input type="checkbox"/> Yes
		<input type="checkbox"/> No
4.0 Details for College/ University Specialization (For Education loan)		
4.1 Name of Institution:		
4.2 Department		
4.3 Course/ Programme of Admission:		
4.4 Year of admission:		4.5 Registration number:
4.6 Length of Study (in years)		
4.7 Yearly fee amount (TZS)	Year 1:	
	Year 2:	
	Year 3:	
	Year 4:	
	Total:	
5.0 Applicant's Declaration		
<p>I declare that all information given in this application for GEPF loan is correct to the best of my knowledge. Further, I understand that submission of forged documents and/or false information is a criminal offence and may lead to legal action against me.</p>		
5.1 Applicant's full name		
5.2 Applicant's Signature		
5.3 Date		
6.0 Employer's Declaration and Guarantee		
<p>We declare to honour the authority signed by my employee regarding deductions from his/her salary and remit to you monthly until the all principal moneys and interest due shall have been paid in full. We too, declare that in case of termination of this employee from employment or any other event all sum which would have been owing to you by the employee shall be payable immediately and to the extent of employee's terminal benefits or the employee personally respectively, if his/her terminal benefits shall not liquidate the outstanding amount of principal moneys and interest as authorized by her/himself above.</p>		
6.1 Name		
6.2 Title		
6.3 Signature		Employer's Rubber stamp/Seal
6.4 Date		
6.5 Phone number		

7.0 For Bank Official Use Only

7.1 Branch		
7.2 Date application received		
7.3 Name of Applicant		
7.4 Account number		
	Item	Amount TZS
	Number of instalments	
	Monthly Instalment	
	Basic Salary	
	1/3 of the Basic Salary	
	Net take home	
	Net take home after loan Instalment ¹	

Credit Officer's Recommendation:

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Signature.....Date.....

Branch Manager's Recommendation/Approval

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Signature.....Date.....

DRBB/CEO's Approval

Amount Tshs..... Signature..... Date.....

¹ Net take home after deduction of monthly instalment should never be less to 1/2of the pension proceed.

	Annexure
EMPLOYEE IRREVOCABLE AUTHORITY	

- (a) I..... an employee of irrevocably authorize my employer to deduct from my salary of TZS.....by equal monthly installments of TZS..... with effect from....., and in the event of my termination of service, resignation, abscondment, dismissal and any other such events, I hereby authorize the payment of the outstanding amount from my final terminal benefits to be recovered from my pension fund; GEPF Retirement Benefits Fund Thus, I authorize such payment to be made direct to my employer by the said Pension Fund to facilitate deductions of the amount payable to the Bank.
- (b) Also, I undertake to notify the bank on any future change of my employment and that in such event, I will arrange for a formal takeover of the repayment by new employer.
- (c) Further, I authorize the bank either to seek or disclose my information from any bank, financial institution or approved credit reference bureau in Tanzania when assessing my application and at any time during existence of my loan account.

Signature.....

Date.....

<p>Witnessed by a Commission for Oath & Notary Public</p>

Place.....