

PARTNERSHIP  
CASH/WORKING CAPITAL



# DOMINION FINANCE

If we can't help you, no one can!

DOMINION FINANCE LIMITED

231 Waimanu Road, Suva P.O.Box 3692, Samabula Phone: 331 7744 Facsimile: 331 7977  
Email: [enquiries@dominionfinance.com.fj](mailto:enquiries@dominionfinance.com.fj) Website: [www.dominionfinance.com.fj](http://www.dominionfinance.com.fj)



# APPLICANTS GUIDELINE/DECLARATION

I/We the undersigned acknowledge that:

- (A) Personal Information Forms must be completed by all Partners, and Guarantors.
- (B) Applications not completed in full will not be processed.
- (C) A current passport sized photo is required from all:
  - Partners
  - Guarantors
- (D) A valuation should accompany all assets being offered or to be taken as security.
- (E) Assets charged to DFCL to secure borrowings must be insured with premiums paid by the applicants annually in advance.
- (F) Applications from Partnerships must include:
  - Certificate of Registration
  - Latest Financial Statements (Balance Sheet and Profit Loss)
  - Search fee of \$112.50

## DATA BUREAU LIMITED (Office Use Only)

Enquiry No.....

No.of Defaults Recorded .....(Data Bureau Print Out to be Attached)

## DECLARATION/AUTHORISATION/UNDERTAKING

WE DECLARE AND CONFIRM THAT NO RECEIVING ORDER/ORDER FOR ADJUDICATION HAS BEEN MADE AGAINST EITHER OF US OUT OF ANY COURT OF COMPETENT JURISDICTION EITHER IN FIJI OR ELSEWHERE AND WE FURTHER DECLARE THAT NO LEGAL PROCEEDINGS ARE PENDING AGAINST US IN RESPECT OF ANY DEBT WHICH WE ALLEGEDLY OWE EXCEPT THOSE WHICH HAVE BEEN DISCLOSED TO OU IN WRITING.

WE AUTHORISE DFCL TO LIST OUR PERSONAL AND DEFAULT DETAILS ON DATA BUREAU LIMITED WHERE APPLICABLE.

Signature:.....

Name:.....

Signature:.....

Name:.....



The Partners of (The Partnership name) \_\_\_\_\_ apply for a loan.

Purpose \_\_\_\_\_

To Be Completed By Applicant

Amount Required: \$.....

Documentation Fee(2%):.....

Interest Rate:.....%pa

Required Term:.....Mths/Yrs

Repayment Preferred \$.....Mthly/Qtrly/Yrly

For Office Only

Amount Approved \$.....

Documentation Fee: \$.....

Interest Rate:.....%pa

Required Term:.....Mths/Yrs

Required Repayment:.....Mthly/Qtrly/Yrly

Security Offered

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
Total Security.....

Security Required

\$(FMV)

\$(LV)

..... \$..... \$.....  
..... \$..... \$.....  
..... \$..... \$.....  
..... \$..... \$.....  
..... \$..... \$.....  
..... \$..... \$.....  
..... \$..... \$.....  
..... \$..... \$.....  
Surplus (Shortfall) \$..... \$.....

TICK IF FILE NOTE DONE

Safety Assessment (Office Use Only)

Justification (For Office Use Only)

Signature:.....

Signature:.....

Name:.....

Name:.....



# FINANCIAL STATEMENTS

## ASSETS AND LIABILITIES STATEMENT

### LIABILITIES

### ASSETS

Bank (Overdraft - )			Bank (Savings - )		
Loan			Other		
Credit Union Loan			Credit Union Shares		
Credit Card no:			House Property Purchased / /		
MORTGAGE/VEHICLE LOANS			Other property		
Owing to:					
			Life Policies:		
HIRE PURCHASE					
Owing to:					
			Motor Vehicle Reg:		
Other Liabilities			Other Assets		
			Household Effects \$		
TOTAL LIABILITIES			FNPF \$		
Surplus/(Deficit)					
TOTAL (to agree with total assets)			TOTAL ASSETS		

## MONTHLY INCOME AND EXPENSES

### INCOME POSITION

### COMMITMENTS

NET SALARY			House Repayments / Rent		
Self			Other Repayments:		
Spouse					
			Credit Card		
Rental			Hire Purchase:		
Investment					
Taxi			Food		
Other (specify)			FEA & Water		
			Telephone		
			Education & Fares		
			Other:		
TOTAL MONTHLY INCOME					
Less Total Monthly Commitments					
Uncommitted Monthly income			<b>Total Monthly Commitments</b>		

I declare that the above particulars are true and I hereby authorise you to conduct verifications on the same information.

Signature(s) of Applicant(s): \_\_\_\_\_ Date: \_\_\_\_\_

Applicant(s): \_\_\_\_\_ Date: \_\_\_\_\_

Signature/Name of Witness: \_\_\_\_\_ Date: \_\_\_\_\_



# PERSONAL INFORMATION

## NOTE

Applicant & Spouse are to attach the following:

- 1) Recent Passport Size Photo
- 2) Photocopy of Drivers /Taxi Licence
- 3) Photocopy of FNPf Card
- 4) Photocopy of Passport

## APPLICANT DETAILS

TITLE	SURNAME	OTHER GIVEN NAMES

OCCUPATION: ..... DATE OF BIRTH: ..... / ..... / .....

FATHERS NAME: .....

OCCUPATION: .....

## CONTACTS

PHONE (HOME): ..... MOBILE: .....

EMAIL ADDRESS: .....

POSTAL ADDRESS: .....

RESIDENTIAL ADDRESS: .....

## EMPLOYMENT DETAIL

EMPLOYER: ..... EMPLOYMENT NO: .....

BUSINESS ADDRESS: .....

BUSINESS PHONE: ..... FAX: .....

OFFICE EMAIL: .....

## ADDITIONAL INFORMATION

FNPf No: ..... DRIVERS LICENCE No: .....

TAXI LICENCE No: ..... PASSPORT No: .....

## SPOUSE DETAILS

TITLE	SURNAME	OTHER GIVEN NAMES

OCCUPATION: ..... DATE OF BIRTH: ..... / ..... / .....

FATHERS NAME: .....

OCCUPATION: .....

## CONTACTS

PHONE (HOME): ..... MOBILE: .....

EMAIL ADDRESS: .....

POSTAL ADDRESS: .....

RESIDENTIAL ADDRESS: .....

## EMPLOYMENT DETAILS

EMPLOYER: ..... EMPLOYMENT NO: .....

BUSINESS ADDRESS: .....

BUSINESS PHONE: ..... FAX: .....

OFFICE EMAIL: .....

## ADDITIONAL INFORMATION

FNPf No: ..... DRIVERS LICENCE No: .....

TAXI LICENCE No: ..... PASSPORT No: .....



# PARTNERSHIP

Company Name.....

Registration No.....

Date of Incorporation.....

Registration Office.....

## Contact Details

Address (Business).....

.....

GIS Business Address (For Office Use Only).....

.....

Postal Address.....

.....

Phone Contact.....

Mobile No.....

Fax No.....

Email Address .....

Date of last Annual Return ...../...../.....

## Partnership (A Personal Information and Statement of Position form must be completed by All Partners)

Name.....

Name.....

Name.....

Name.....

