

**NATIONAL EXPORT IMPORT BANK OF JAMAICA LIMITED**

**APPLICATION FOR LOAN FACILITY UNDER THE BANK'S  
MEDIUM TERM LENDING PROGRAMMES**

- Loan Facility Requested:
- (1) Modernization Fund for Exporters (MFE)
    - (a) Manufacturing Sector
    - (b) Services Sector
  - (2) MFE HACCP Assist - Agro Processors
  - (3) Small Business Facility
  - (4) Export Growth & Incentive Fund
  - (5) Information Communication Technology
  - (6) General Trade Line

Commercial Bank (AFI) \_\_\_\_\_ Branch:- \_\_\_\_\_

Contact Person at AFI \_\_\_\_\_ Telephone:- \_\_\_\_\_

1. Name of Applicant \_\_\_\_\_ Applicant's TRN:- \_\_\_\_\_  
TCC Expiry Date: \_\_\_\_\_

2. Registered Head Office \_\_\_\_\_

3. Location of Plant/ Business \_\_\_\_\_

4. Contact Person \_\_\_\_\_ Telephone:- \_\_\_\_\_  
Email Address: \_\_\_\_\_

5. Names of Affiliated Companies

(a) Parent \_\_\_\_\_

(b) Other \_\_\_\_\_

6. Constitution of the Business

Limited Liability  Proprietorship

Partnership  Other (Specify) \_\_\_\_\_

7. Year of Incorporation or Start-Up \_\_\_\_\_

8. Line of Business

- Manufacturing / Industrial  Agriculture /Agro-Industry
- Services eg. Tourism, Hoteliers, U-Drive et al  Other (Specify)\_\_\_\_\_
- Information Communication Technology (ICT)

9a. List Principal Shareholders. State the extent of their shareholding and involvement in the daily affairs of the company.

<b>NAME</b>	<b>% SHARES</b>	<b>NATIONALITY</b>	<b>ACTIVE/PASSIVE</b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

9b. List Directors. State the extent of their shareholding.

<b>NAME</b>	<b>% SHARES</b>	<b>NATIONALITY</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

10. List key officers involved in day-to-day management

<b>NAMES</b>	<b>POSITION</b>	<b>QUALIFICATION/EXPERIENCE</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

11. Liabilities to other Financial Institutions \_\_\_\_\_  
 (List institutions, amount owed, current rate of interest and repayment terms)

\_\_\_\_\_  
 \_\_\_\_\_

12a. Are there any current, pending or threatened legal proceedings against the company before any court or administrative agency?  Yes  No

12b. If yes, please give details \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

13. <b>No. of Employees</b>	<b>Skilled</b>	<b>Unskilled</b>	<b>Admin. &amp; Sales</b>	<b>Total</b>
At Present	_____	_____	_____	_____
After Investment	_____	_____	_____	_____

14. **FINANCING REQUESTED FROM EX-IM BANK** (Specify Currency Required)

US\$	J\$	Loan Tenor	Repayment (Months)	Repayment Intervals (Mthly/Qtrly)	Moratorium (Months)
<b>TOTAL</b>					

15. Purpose of Loan (Designate all appropriate boxes)

- |   |  |
|---|--|
| <input type="checkbox"/> Retooling/Replacing existing equipment                             | <input type="checkbox"/> Refurbishing              |
| <input type="checkbox"/> Expanding capacity   | <input type="checkbox"/> Upgrading/replacing fleet |
| <input type="checkbox"/> Production of an intermediate good presently purchased from others | <input type="checkbox"/> Working Capital           |
| <input type="checkbox"/> ICT Software Development   | <input type="checkbox"/> ICT Training              |
| <input type="checkbox"/> Other (Specify) _____<br>eg. Refinancing                           |  |

16. Proposed Security \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**MARKET ASPECTS**

17. List the major products manufactured or services provided  
 Export \_\_\_\_\_  
 Domestic \_\_\_\_\_

18. List major customers  
 Domestic \_\_\_\_\_  
 Foreign \_\_\_\_\_

19a. State your market share \_\_\_\_\_%

19b. List your major local competitors and their approximate percentage market share  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*Questions 20a & b to be completed by applicants except Hoteliers and U-Drive*

		P R O J E C T I O N				
20a.	Total domestic market for your products	Last Year	This Year	Yr 1	Yr2	Yr3
	(Units)	_____				
	(J\$)	_____				

		P R O J E C T I O N				
20b.	How is the market satisfied:	Last Year	This Year	Yr 1	Yr2	Yr3
	Local Production	(Units)	_____			
		(J\$)	_____			
	Importation	(Units)	_____			
		(J\$)	_____			

**Questions 21a & b to be completed by Hoteliers only**

21a. Number of rooms: \_\_\_\_\_

		<b>P R O J E C T I O N</b>				
21b.	State occupancy level:	Last Year	This Year	Yr 1	Yr2	Yr3
	Domestic Market Percentage(%)	_____				
	(J\$)	_____				

	Overseas Market Percentage(%)	_____				
	(J\$)	_____				

**TECHNICAL ASPECTS**      *(22-24 not applicable to Hoteliers and U-Drive)*

22. Current activity level % capacity utilization \_\_\_\_\_%

Current Average Unit Cost (\$ ) \_\_\_\_\_

		<b>P R O J E C T I O N</b>		
23.	Projected production	Year 1	Year 2	Year 3
	<b>AFTER</b> investment			
	% Capacity Utilization	_____	_____	_____
	Units	_____	_____	_____
	Average Unit Cost	_____	_____	_____

24.	Size of plant (square feet)	Before Investment	After Investment
	Office Area	_____	_____
	Manufacturing Area	_____	_____
	Storage Area	_____	_____
	Parking Area	_____	_____
	Other (Specify)	_____	_____
	Total	_____	_____

25. INVESTMENT PLAN

Capital Cost ('000)	Total Funding		PROPOSED SOURCE OF FINANCING			
	<i>US\$</i>	<i>J\$</i>	<i>EX-IM</i>	<i>AFI</i>	<i>Equity</i>	<i>Other</i>
Land						
Building						
Lease Improvement						
Machinery & Equipment						
Motor Vehicle						
Installation						
Furniture & Fixtures						
Duties & Other Charges						
Permanent Working Capital						
Interest During Implementation						
Professional Fees List (1) (2) (3) (4) (5)						
Other						
Sub-Total						
Contingencies @ ____%						
Total Project Financing						

Note: US\$1.00 = J\$ \_\_\_\_\_

26.

**PROJECTED INCOME STATEMENT (JS'000)**

Use current financial year prices throughout, i.e. make no allowances for price change

	<b>Last Financial Year</b>	<b>Current Year</b>	<b>P R O J Year 1</b>	<b>E C T Year 2</b>	<b>I O N S Year 3</b>
Local Sales					
Export Sales					
<b><i>TOTAL SALES</i></b>					
<b><u>COST OF SALES</u></b>					
Raw Material & Packaging: Local Foreign					
Direct Labor					
Utilities & Other O/Head					
<b><i>TOTAL COST OF SALES</i></b>					
<b><i>GROSS PROFIT</i></b>					
<b><u>ADMIN., SELLING &amp; GENERAL EXPENSES</u></b>					
Admin. Expenses					
Selling Expenses: Local Foreign					
Depreciation					
Interest Charges					
Other					
<b><i>TOTAL ADMIN. , SELLING &amp; GENERAL EXPENSES</i></b>					
<b><i>PROFIT BEFORE TAX</i></b>					
Taxes					
<b><i>NET PROFIT</i></b>					

27.

**SOURCES AND USES OF FUNDS PROJECTIONS**

(Use current financial year prices throughout, i.e. make no allowance for price change).

	LAST YEAR	CURRENT YEAR	P R O J Year 1	E C T Year 2	I O N S Year 3
<b><i>Inflows</i></b>					
Revenues					
Ex-Im Loan					
Other Loan					
Equity					
Other (Specify)					
Total Inflows					
<b><i>Outflows</i></b>					
Capital Cost					
Capital Replacement					
Working Capital					
Operating Cost					
Taxes					
Interest Charges					
Principal Repayment					
Total Outflows					
<b><i>NET CASH INFLOW</i></b>					

28. Attach audited balance sheets and income statements for the past three years. If audited statements are more than six months old submit recent statements signed by the Financial Officer of the company. With respect to new firms, kindly submit an opening balance sheet, signed by the Financial Officer of the company; this balance sheet should reflect the financing requested and the assets to be acquired. Supporting assumptions for the three (3) year projections are also to be provided.

Where applicable, attach copies of:

- (a) Memorandum and Articles of Association
- (b) Pre-feasibility Study/Feasibility Study/Report on Feasibility of the project
- (c) Technical Agreements
- (d) Relevant approvals from NRCA, Town Planning Department and other agencies
- (e) Certification under the Modernization of Industry Programme administered by JAMPRO
- (f) Evidence of allocation of cars under the Car Rentals Concession Scheme
- (g) Certification under the Hotel Incentives Act

We hereby authorize the Ex-Im Bank to obtain from our commercial bank all credit and other information which the Bank may require to assist in its assessment of our application for financing. In addition, we certify that the information given in this application is correct to the best of our knowledge and belief.

Signing Officer \_\_\_\_\_ Company \_\_\_\_\_

Signing Officer \_\_\_\_\_ Date \_\_\_\_\_