

BAPTIST BUILDING (M) SDN BHD      (BBSB)  
Application Form for Loan

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(A) Particulars of Applicant Church/ Institution

1. Name: \_\_\_\_\_

2. Correspondence Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Telephone No: \_\_\_\_\_

4. Date Registered: \_\_\_\_\_

5. Certificate of Registration No: \_\_\_\_\_

6. Registered Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. No. of active members registered with church/ institution: \_\_\_\_\_

8. Please attach one copy each of the following documents duly certified as true by the Chairman or Secretary of the church/ institution:

(a) Certificate of Registration

(b) Constitution of Church/ Institution

(c) List of current Exco or Council members of church/ institution, detailing name, I/C no., nationality, address, telephone no, post held

(d) Minutes of a general meeting of the church/ institution authorizing/ endorsing this application for a loan from BBSB as detailed in part (B) items 10- 13 below

9. Member of Malaysia Baptist Convention (MBC)?                      YES/ NO

a) If YES, please state date membership was granted: \_\_\_\_\_

b) If NO, please give details of two (2) MBC member churches recommending this application and who shall act as sponsors (“the Sponsor”):

i) Name of church: \_\_\_\_\_

Contact person: \_\_\_\_\_ Position in church: \_\_\_\_\_

Telephone No: \_\_\_\_\_

ii) Name of church: \_\_\_\_\_

Contact person: \_\_\_\_\_ Position in church: \_\_\_\_\_

Telephone No: \_\_\_\_\_

Minutes of the general meetings of both Sponsors agreeing to sponsor the loan application as duly certified to be true by the Chairman or Secretary of the Sponsor should be attached together with the loan application.

(B) Particulars of Loan Applied For

10. Purpose Loan applied for (give details of project):

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

11. Total cost of project: RM \_\_\_\_\_  
(please attach letter of offer, official quotation or other similar documents to support cost figure)

12. Amount of Loan applied for: RM \_\_\_\_\_

% of total cost: \_\_\_\_\_

13. Repayment period: \_\_\_\_\_  
(monthly payment over a maximum of 10 years)

14. Has application been made to other bank or institution to finance this project?  
\_\_\_\_\_

15. Has such application been rejected? \_\_\_\_\_

If rejected, state name and address of bank/ institution and reason for rejection: \_\_\_\_\_

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

16. Is there any other source of fund currently available? If YES, please specify source(s) and respective amounts, eg, Building Fund, Sale of existing property, other friendly loan, loan by church members etc:

- Building Fund RM\_\_\_\_\_
  - Sale of existing property: RM\_\_\_\_\_
  - Friendly loan RM\_\_\_\_\_
  - Church members' loan RM\_\_\_\_\_
  - Others \_\_\_\_\_ RM\_\_\_\_\_
- \_\_\_\_\_

(C) Statement of Income of Church/ Institution

17. Average yearly income: RM\_\_\_\_\_

18. Total of all current commitment, obligation and outgoing disbursements per year: RM\_\_\_\_\_

19. Please furnish certified copy of the following:
- a) Statement of Receipt & Payment for the last 2 years
  - b) Operating budget for the current year

(D) Declaration by Applicant

20. We hereby declare that all the particulars/ details and documents furnished above are true and correct
21. If our application is approved and the information and/ or document given above are found to be untrue, we understand that BBSB has the right to recall the loan or to impose any other conditions
22. We hereby absolutely and irrevocably agree that, if required to by BBSB, the issue document of title to the land shall be held by a trust corporation as nominated by BBSB solely for the benefit of BBSB as a security for the repayment of the loan.

Date: \_\_\_\_\_

Signature of Chairman: \_\_\_\_\_

Signature of Secretary: \_\_\_\_\_

Chop/ Stamp of Church/ Institution: