

## FDC CHECKLIST

*The below listed must accompany the application form for a loan or equity.*

	Received By
<ul style="list-style-type: none"> <li>• Comprehensive business plan accompanied by a 12 months projected cash flow.</li> </ul>	
<ul style="list-style-type: none"> <li>• Comprehensive CV's of the members or management of the business</li> </ul>	
<ul style="list-style-type: none"> <li>• Personal Statement of Assets and Liabilities of the members/directors</li> </ul>	
<ul style="list-style-type: none"> <li>• Certified copies of identity documents of the members/directors</li> </ul>	
<ul style="list-style-type: none"> <li>• Latest three (3) months Bank statements of the members/directors</li> </ul>	
<ul style="list-style-type: none"> <li>• If business is a registered legal entity – Please submit all the business documents e.g. Founding Statement, Articles of Association, etc.</li> </ul>	
<ul style="list-style-type: none"> <li>• For existing business – Please submit the previous two (2) years audited financial statements and six (6) months Bank Statement.</li> </ul>	
<ul style="list-style-type: none"> <li>• Original copies of Tax and VAT clearance certificates.</li> </ul>	
<ul style="list-style-type: none"> <li>• Certified copy of business trading license if applicable</li> </ul>	
<ul style="list-style-type: none"> <li>• Copy of signed sale agreement or offer to purchase if applicable</li> </ul>	
<ul style="list-style-type: none"> <li>• Copy of lease agreement if business will be operating from the rented premises.</li> </ul>	
<ul style="list-style-type: none"> <li>• For franchise applications – Please provide proof of accreditation with the Franchise Association of South Africa (FASA)</li> </ul>	
<ul style="list-style-type: none"> <li>• Copy of deed of sale if applicable</li> </ul>	
<ul style="list-style-type: none"> <li>• Proof of own contribution (where applicable) which must be in the form of cash or independently valued assets relating to the business</li> </ul>	
<ul style="list-style-type: none"> <li>• Collateral Security</li> </ul>	
<ul style="list-style-type: none"> <li>• Quotations for the equipment and machinery to be purchased</li> </ul>	
<ul style="list-style-type: none"> <li>• Standing orders with your existing/proposed customers</li> </ul>	
<ul style="list-style-type: none"> <li>• Banking details</li> </ul>	
<ul style="list-style-type: none"> <li>• Proof of residential address, eg. Water &amp; Electricity Account</li> </ul>	