

PERSONAL LOAN CHECKLIST

	Required documents	Yes-N/A
1	Employment contract Indicating terms and conditions of employment	
2	Stamped Pay slips for recent 3 consecutive months	
3	Employment and salary certificates recently signed (only in case of buyout)	
4	Undertaking by employer to channel the borrower's salary through his/her account with BPR Bank.	
5	Bank statement for 6 months (If not banking with BPR Bank)	
6	One color passport photograph for the borrower and the guarantor	
7	Photocopy of ID for Rwandese or Passport for foreigners	
8	Marital status (Certificate of marriage or celibacy)	
9	Guarantor's photocopy of ID for Rwandese or Passport for foreigners (if applicable)	
10	Well filled BPR Bank loan application form	
11	Positive CRB report	
12	Promissory note	
13	Undertaking as a guarantor (If applicable)	
14	Ownership documents for proposed security	
15	Valuation report for proposed security -For the car loan known garage valuation report of the car to be purchased - provisional sale agreement	
16	Processing fees: Frw10,000 + VAT Fees to be deposited on PL65040 VAT on FRW1401000020044	

Personal Banker
Name and signature

Regulated by the National Bank of Rwanda