



TOURISM FACILITY APPLICATION FORM

In 2020, Uganda Development Bank (UDB) in partnership with the European Union (EU) allocated funds in form of a grant attached to a loan (also loan as ‘facility’) to enable the sector to revive through the hardship of COVID19. the facility seeks to stimulate businesses operating the sector which has been heavily impacted by COVID19 by providing a grant and soft loan with flexible terms aligned to the current needs of the sector. The first call was successfully completed at a total of 44 hotels and tour operators benefited from the facility. This second call intends to pick on the successes of the first call to further revive the sector. A total approximate pool of UGX 62 Billion (UGX 40 Billion UDB loan plus UGX 22 Billion EU Grant) was set aside for this facility.

Please carefully fill in the form below;

SUBMISSION CHECKLIST

Before submitting your application, please check that each of the following required documents has been submitted:

Particulars	Submitted	Remarks
a. Management report (on official company letterhead) and application form including 2-year operational budget		
b. Registered resolution to borrow		
c. Constituting documents (such as articles and memorandum of association, partnership deeds, Charters, Trading License, Certificate of Incorporation etc.).		
d. A copy of the last 2 years audited accounts from an ICPAU registered firm.		

e. Management accounts for the most recent financial period.		
f. 6 months Bank statement(s) for the most current audited financial year.		
g. Loan statements for all existing loans, if applicable, including copies of loan offer letters or agreements from other financial institutions.		
h. Security for the proposed loan, including current valuations of the assets and details of any encumbrances carried out by approved bank valuers.		
i. Credit Reference Bureau Report as at the time of application of the company & all its shareholders/directors.		
j. Proof of NSSF or PAYE compliance.		
k. Latest Annual Returns of Directors and Shareholders.		
l. Profile of directors & key technical personnel.		
m. Latest Tax clearance certificate.		

2. APPLICANT INFORMATION

<p>Name(s) of legal entity or entities making this application (Please include e-mail, telephone, and physical address)</p>																		
<p>Nature of Business (must be a hotel/lodge or tour operator)</p>																		
<p>Location of business (this refers to the physical location where the business operates from)</p>																		
<p>Amount of Facility Applied for (in UGX)</p>																		
<p>Shareholders (mention at least 2 members, Include their national identification number on each)</p>	<table border="1"> <thead> <tr> <th data-bbox="786 951 1267 1046">Name</th> <th data-bbox="1267 951 1565 1046">Nationality</th> <th data-bbox="1565 951 1962 1046">National Identification Number (NIN)</th> </tr> </thead> <tbody> <tr> <td data-bbox="786 1046 1267 1118"></td> <td data-bbox="1267 1046 1565 1118"></td> <td data-bbox="1565 1046 1962 1118"></td> </tr> <tr> <td data-bbox="786 1118 1267 1190"></td> <td data-bbox="1267 1118 1565 1190"></td> <td data-bbox="1565 1118 1962 1190"></td> </tr> <tr> <td data-bbox="786 1190 1267 1262"></td> <td data-bbox="1267 1190 1565 1262"></td> <td data-bbox="1565 1190 1962 1262"></td> </tr> <tr> <td data-bbox="786 1262 1267 1321"></td> <td data-bbox="1267 1262 1565 1321"></td> <td data-bbox="1565 1262 1962 1321"></td> </tr> </tbody> </table>			Name	Nationality	National Identification Number (NIN)												
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Directors/ executive committee (mention at least two members, Include their national identification number on each)

Name	Nationality	National Identification Number (NIN)

Contact person for the purpose of this call (postal and physical address, telephone number, email address)

Any other relevant information

3 FINANCIAL INFORMATION

a) Past and Present Financial Performance

Please complete the following table of financial data based on your closed annual accounts. Data populated must be consistent with audited books of accounts submitted under eligibility. Operational expenses for the most recent accounting period must be backed up by proof e.g. NSSF certificate, Tax clearance certificate, supplier invoices, utility bill invoices, etc.

Particulars	2020 UGX	2021 UGX	Management accounts as at Application date
Annual turnover			
Operational costs; a) b) c) d) Others; (please list them) Total Operational costs			
Creditors (please list four major creditors) a) b) c) d) Total Creditors (Accounts payables)			

Debtors (please list four major debtors)

- a)
- b)
- c)
- d)

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b) Credit Reference Bureau Report (CRB)

Please fill in the table below a list of existing loans being serviced by the company, its sister companies and the main shareholders. The information provided should consistent with the copy CRB report provided as per eligibility criteria)

Name of Borrower	Loan Amount Accessed	Bank	Loan outstanding balance	Status (whether current or past due)	Comments (to be filled by UDBL)
1.					
2.					
3.					
4.					

c) Other Credit facilities for the entity and its sister entities or affiliates not captured by CRB.

Name of Borrower	Loan Amount Accessed	Bank	Loan outstanding balance	Status (whether current or past due)	Comments (to be filled by UDBL)
1.					
2.					
3.					
4.					

4 EMPLOYMENT/STAFF DATA

Please provide the following statistics on the entity's staff enrolment for the periods mentioned in the table below. The information provided in the table below should be backed by NSSF Certificate and or PAYE clearance certificate as at the time of application. The other requested data will be confirmed from the Management accounts referred to in the section 3a) above.

Staff Enrolment	At application date		Projected number of staff after EU/UDBL intervention		Employment/ Grant band in EUR (to be filled in by UDBL)
	Male	Female	Male	Female	
Permanent employees					
Other employees					
Total					
Number of staff under NSSF					
Number of staff under PAYE					
Total amount of gross salary paid (for those under PAYE & NSSF)					
Number of staff under NSSF/PAYE as a proportion of total staff (%)	%	%	%	%	%

5 FINANCEABLE EXPENSES

Please fill in the table below to indicate expenses for which financing is being sought for. Such expenses to be financed should enable the business to remain operational until the sector recovers from the effects of COVID-19. These expenses should only be limited to the eligible costs mentioned in the call for applications. They are meant to be used by an entity just to maintain its existence for the two years' period that will benefit from the EU/UDB intervention.

Costs	2020 Financial Year	2021 Financial Year	Projected Expenses for 24 months period of the intervention	Comments
Salary/wages				
Marketing (in particular, Travel life or ISO 14001 Certification costs)				
Utilities (electricity, water/sewerage, telephone, internet, gas)				
Rent				
Repairs and service of motor vehicles/ equipment				
Other operational running expenses (please list them below)				

6 SECURITY PROPOSED

Please fill in the table below details of securities proposed to cover the facility;

a) Land and buildings

PROPERTY			CURRENT REGISTERED OWNER	SIZE	VALUE	Date of valuation
BLOCK / FOLIO	PLOT	LOCATION				
TOTAL PLEDGED VALUE						
Security cover (to be filled in by UDBL)						

b) Other Movable Assets

Type of asset	Make(manufacturer)	Model/ Year of Manufacture	Value (Forced sale value)	Date of valuation	Insurance	Any remarks

7 DECLARATIONS

I....., on behalf of M/s ('the Borrower') confirm that we have read and understood the contents of the application and that the information provided reflects a true and fair position of the business operations. I swear THAT whatever I have stated herein is true and correct to the best of my knowledge and belief.

DECLARED at.....by the said, on behalf of M/s this day of.....2022.

8 STATEMENT

This form is part of an evaluation process and not a commitment to grant the facility. Please note that this application form may not contain all information and other provisions to warrant facility assessment and decision making thereof. A final decision will be more fully described in the formal offer letter and the definitive legal document(s) for the proposed transaction. The decision to invest in the business is subject to the approval of UDBL Management and its partners, as well as the entry into force of all the facility documents, and fulfilment of all conditions, technical or legal.

Please indicate, at your earliest convenience, your understanding of the application form by countersigning and returning this document to the bank to enable us to proceed with further processing the facility.

Signed on behalf of the applicant

Name:

Designation:

Signed:

DATE