

APPRAISAL CHECKLIST

MICROFINANCE BANKS & FINANCE COMPANIES

Name of PFI.....

Loan Amount Requested.....Amount Approved.....

		Yes	No	Remarks
REQUIRED DOCUMENTS				
1.	Completed Application Form			
2.	Viable Business Plan (For Grant application)			
3	Board resolution or Trustee consent to access the Fund			
4.	List of prospective borrowers, activities, loan amount, addresses/telephone numbers			
5.	Evidence of submission of names of borrowers to licensed Credit Bureaux			
6.	Audited/Management accounts for the last 2 years			
7.	Latest CBN/ NDIC examination report			
8.	Risk Management Framework			
9.	Corporate Governance Structure			
10.	Evidence of Membership of Apex association and up-to-date payment of annual subscription			
11.	Evidence of compliance with up-to-date and timely rendition of monthly returns to the CBN			
12	Banking License			
13	Certificate of Incorporation or Registration			
14	Letter authorizing CBN to debit PFIs account with correspondent bank in case of default			
15	Collateral (Financial Assets)			