

SME BANKING - SMALL & MICROFINANCE

APPLICANT ELIGIBILITY & REQUIREMENTS:

- 1) **Target Customer:** Manufacturer, Traders, Wholesalers, Retailers, Service Providers, Processing Unit (Agriculture & Agro Products), Commercial Space Owner, Construction/Renovation of Mess (Mess Rent Business/Commercial Complex Segment) and Women Entrepreneur etc.
- 2) **Business Age:**
 - Minimum 2 years of continuous business operations.
 - Minimum 1 year of business age considered for women enterprises.
- 3) **Applicant's Age:** Min 21 years and Max 65 years
- 4) **Loan/Investment Purpose:** Business expansion, working capital, and fixed asset purchases.
- 5) **Proof of Business:**
 - Up-to-date trade license, tax certificates, NID, photo, E-TIN
 - Financial statements of the borrower and guarantors (bank statements preferred)
- 6) **Security:**
 - No mortgage or collateral is required for unsecured loans
 - Registered mortgage of immovable property for secured loan facilities
 - Hypothecation of inventory, receivables, advance payments, plant and machinery.
 - One 1st party family guarantor & one 3rd party guarantor.

PRODUCT-SPECIFIC LOAN AMOUNT & PRICING

Product	Facility	Max. Loan	Max. Tenure	Interest/ Investment Rate		Remark
				Lowest	Highest	
Small Business Loan	Unsecured	1.5 cr.	36 months	14.00%	15.00%	
	Secured	3.5 cr.	60 months	13.50%		
Agriculture Loan	Unsecured	1.5 cr.	36 months	13.00%		Refinance facility subject to project and fund availability
	Secured	3.5 cr.	60 months			
Remittance Beneficiary Loan	Unsecured	30 lac	36 months	14.75%	15.00%	A special product designed for beneficiaries of Migrants who receive remittances via formal channel
City Alo – Women Loan	Unsecured	1.5 cr.	36 months	*5%	15.00%	@5% Refinance up to 50 lac.
	Secured	3.5 cr.	60 months	*5%	13.50%	
Startup Loan	Unsecured	1 cr.		*4.00%		Only for innovative, scalable and high growth potential new businesses, subject to fund availability
	Secured	1 cr.				
Distributor Finance	Unsecured	1 cr.	12 months	14.00%	15.00%	Platform-based corporate anchor driven working capital solution for distributors and retailers
City Islamic - Asset Backed Finance	Unsecured	1.5 cr.	36 months	13.50%	14.50%	Shariah compliant investments under lease and sale contract named Musharakah Mutanaqisa
	Secured	3.5 cr.	60 months	13.50%	14.50%	
Commercial Space Finance	Secured	3.5 cr.	60 months	13.50%		

Notes:

- a) For commercial housing/space/mess rentals/lodging, loan tenor up to 72 months.
- b) Interest / Investment Rates are subject to changes.
- c) Refinance facility is subject to fund availability and Bangladesh Bank approval for claim.

DOCUMENTATION:

1. Necessary Documents for Applying Loan (General Documents)

- a. Duly filled up an signed Loan Application Form
- b. Passport-sized Photograph of the Applicant/s and Guarantor/s
- c. NID of the Applicant/s and Guarantor/s
- d. For Remittance Beneficiary loans, valid work permit/Iqama, updated passport, and visa of the remittance sender.

2. Business Specific Documents (Based on Business Type)

➤ **Proprietorship Firm/Partnership Business**

- i. Trade License (up to date).
- ii. Any other special business license (up to date). (if applicable)
- iii. E-TIN/ Tax Return certificate
- iv. Partnership Deed (Registered/Notarized only for partnership firm \ business)
- v. Rental deed/Rent receipt/ Business premises document.

➤ **Limited Company**

- i. Trade License (up to date).
- ii. Memorandum and Articles of Association (Certified by RJSC)
- iii. E TIN/ Tax Return certificate
- iv. Latest audited financials.
- v. List/Personal profile of the Directors
- vi. Certificate of Incorporation
- vii. Form XII and Schedule X Certified by RJSC (Particulars of Directors)
- viii. Board Resolution in respect of availing loans and execution of document with Bank
- ix. Letter of Guarantee of the Directors
- x. Personal Net-Worth Statement (PNS) of Directors
- xi. Deed of Hypothecation for creation of Charge on fixed & floating assets (existing & future) with RJSC.
- xii. Modification of charge with RJSC through form 19.
- xiii. Certified copy of charge creation certificate from RJSC
- xiv. Joint venture Agreement (In case of Joint Venture company)
- xv. BOI Permission (In case of Joint venture company)

PRICING AND CHARGES:

	PARAMETERS	CHARGES
1	Loan Processing/ Relationship Fee	a) For Loans up to BDT 50 lac- up to 0.50% (max BDT 15,000) b) For Loans above BDT 50 lac- up to 0.30% (max BDT 20,000)
2	Penal Charge	Interest rate + 1.5%
3	Early Settlement Fee	Not Applicable
Other Charges At Actual (Reimbursement of Cost):		
4	Documentation Fee	BDT 200+VAT
5	CIB report charge	BDT 100
6	Legal & valuation charge	At Actual
7	Demand promissory Note	BDT 100
8	General Loan Agreement	BDT 300
9	Letter of Undertaking	BDT 300
10	Letter of Disclaimer (as per approval)	At Actual
11	Personal Letter of Guarantee	BDT 300 per guarantor
12	Letter of Hypothecation of Present & Future Assets	BDT 300
13	Letter of Continuity (where applicable)	BDT 300
14	Letter of Lien and Set-off over Deposit Accounts/Margin Deposits	BDT 300
15	Authorization for Encashment of Securities (where applicable)	BDT 400
16	IPoA Notarization charge	At Actual
17	IPoA Non Judicial Stamp charge	At Actual
18	Memorandum of Deposit of Securities (where applicable)	BDT 300
19	Other Stamp Charge	As per Stamp Act
20	Original Title Deed Withdrawal	At Actual
21	Document Replacement	BDT 1,000+VAT
22	Photocopy of Land Related Document	At Actual
23	Temporary Security Document Release	At Actual
24	Document Preparation for RJSC Charge Creation Process (where applicable)	At Actual
25	Reschedule/Restructure	NIL
26	Guarantor Replacement/Ownership Change	BDT 1,000 + 15% VAT

Additional Documents for SME-Small – Islamic Banking		
27	Hire Purchase under Shirkatul Mulk	BDT 300
28	Undertaking to Purchase	BDT 300
Insurance Premium		
29	Fire insurance premium	Example : If loan amount 100,000 Insured amount will be 110,000
	1 st Class (per lac)	114
	2 nd Class (Per Lac)	123
	3 rd Class (Per Lac)	194

Note:

- 15% VAT is applicable on all fee and commissions as per Govt. circular
- As per BB Circular, in case of fee & charges waiver, VAT will be still applicable
- All fees will be borne by the customer and will be debited from his current account.
- All waiver in fees, charges, interest rate will be as per DOA

Contact Information:

For more information regarding loan products,

Call [16234](tel:16234) from Local Numbers & [+88028331040](tel:+88028331040) from Overseas

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