

**SINGAPORE SHELL EMPLOYEES UNION CO-OPERATIVE LTD  
APPLICATION FOR LOAN**

**1. PERSONAL DETAILS** (Please print clearly in BLOCK Letters)

Name of Applicant (as in NRIC):		
Home Address:	Contact Nos:	
	Home:	
	Office:	
	Postal Code:	
NRIC No:	Date of Birth:	Mobile:

**2. EMPLOYER'S DETAILS**

Name of Company:		
Dept:	Payroll/Staff No:	Occupation:
Date of Joining Company:	Expected Date of Retirement:	For <u>Shell Staff</u> only, please *circle appropriately: *Shell FTC / TP Contract / Permanent Date of End of Contract for FTC and TP only:

**3. LOAN DETAILS**

Loan Amount :	Amount in Words :			
Type of Loan: (Please mark the type of loan appropriately)				
<input type="checkbox"/> PERSONAL	<input type="checkbox"/> EDUCATION	<input type="checkbox"/> RENOVATION		
<input type="checkbox"/> CREDIT LINE	<input type="checkbox"/> PARENTHOOD	<input type="checkbox"/> MARRIAGE		
Repayment Of Loan: (Please mark the no of months appropriately)				
<input type="checkbox"/> 12 months	<input type="checkbox"/> 24 months	<input type="checkbox"/> 36 months	<input type="checkbox"/> 48 months	<input type="checkbox"/> 60 months

Loan, if approved, to be made available by:  Cheque (must be collected personally from the office)  
 Credit to Bank Account (Please complete No. 5)

**5. BANK DETAILS**

Name as in the Account:	
Account No: (Please print the account no clearly)	Bank: * POSB / DBS

I, declare that all information provided herein is true. I hereby offer security in the form of Guarantee with NTUC INCOME in which I have completed and signed the Counter Indemnity and Bond Form.

If the loan is granted, I hereby agree to the terms and conditions as stipulated in the By Laws of the Singapore Shell Employees Union Co-operative Ltd and also hereby authorise my employer to deduct from my salary the repayment amount on account of the principal with interest thereon at the prevailing interest rate, until the loan is fully repaid.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

**Documents required to be submitted with this application - Recent salary slip and \*Credit Report from CBS with this application. Please complete all the relevant particulars, as insufficient details and non-submission of required documents will delay in processing the loan. \*Credit reports are available from:**

- Singpost
- Online – [www.creditbureau.com.sg](http://www.creditbureau.com.sg)
- Credit Bureau Office – 72 Anson Road #11-03, Anson House, Singapore  
9am - 6pm (Mon - Fri)  
Hotline: 6565 6363 Fax: 6318 7966  
Email: [consumer\\_services@creditbureau.com.sg](mailto:consumer_services@creditbureau.com.sg)

..... FOR OFFICE USE .....

\* **APPROVED / NOT APPROVED**

Date Approved: \_\_\_\_\_

Authorised Signatory \_\_\_\_\_

# SINGAPORE SHELL EMPLOYEES UNION CO-OPERATIVE LTD

## BOND FORM (BY-LAW 13.9)

I, \_\_\_\_\_, NRIC No \_\_\_\_\_ a member of the Singapore Shell Employees' Union Co-operative Ltd, have this day taken a loan of \$ \_\_\_\_\_ from the Co-operative, with an annual interest thereon at prevailing rate, to be deducted from salary in equal monthly instalments until the loan is completely repaid.

In the event of my resignation from my employment with \_\_\_\_\_ or of the  
*(indicate the name of your company)* termination of my service for whatsoever reason before this loan is fully repaid, I hereby authorise my employer, as indicated above, to pay the above Co-operative any money due from me to the Co-operative out of any monies that may be due to me from my employer in the form of salary, gratuity, bonus etc.

I also hereby undertake to repay the outstanding loan within one month from the date of demand by the Committee for any valid reasons.

### Signed by:

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

### Witnessed by:

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
NRIC NO

\_\_\_\_\_  
NAME (IN BLOCK LETTERS)

## **SSEU CO-OPERATIVE LTD – TERMS OF CONTRACT FOR LOAN APPLICATION**

By signing below, I, the Borrower, \_\_\_\_\_ of  
(Name as in the application form)

NRIC No: \_\_\_\_\_, hereby, agree to the following:

### 1. Personal Undertaking

- b. I declare that all information provided herein is true;
- c. I declare that I have not withheld any material information;
- d. I declare that my income substantiation documents and other documents attached hereto the loan application are true copies;
- e. I agree that all documents shall become and remain property of SSEU Co-operative Ltd;
- f. I declare that I am not bankrupt and no Statutory Demand has been served on me and I have no plans to declare myself a bankrupt;
- g. I declare that I will inform SSEU Co-operative Ltd, in case I resign from my Union or Company as soon as I have decided to leave.
- h. I agree to take the full responsibility to repay the SSEU Co-operative Ltd in full any outstanding loan (including interest) before leaving the Co-operative or the Company.
- i. I have no plans to take loan and resign from the company and I am committed to repay the loan.

### 2. Default in Repayment

- a. In the event, I default in making payment of any one or more instalment payments payable hereunder on the due date hereof, I agree to pay SSEU Co-operative Ltd a penalty interest of 1% or \$10 per month (whichever is higher) charged on the amount of unpaid instalment(s) until full repayment of all outstanding instalments have been received by SSEU CO-operative Ltd.
- b. If, I, the Borrower, fails to pay any instalment due to any other monetary obligation payable under this agreement or ceases to be a member of SSEU Co-operative Ltd or leaves the service of his employer for any reason whatsoever before the repayment of the said loan in full or part, then the whole of the balance of the said loan together with interest shall be forthwith repayable immediately and all sums then outstanding shall until full payment (whether or after judgement) be chargeable with penalty interest in accordance with clause 2a.

### 3. Indemnities

I, agree to indemnify SSEU Co-operative Ltd against all legal, administrative and other costs on a solicitor and client basis associated with the establishment of this agreement, the collection of monies owed to SSEU Co-operative Ltd under this agreement and the enforcement of any of the terms and conditions under this agreement including legal costs involved in the preparation of letters or demand and/or reminder letters. Further, I agree to abide by SSEU Co-operative Ltd's By-Laws. Where I, the borrow, require SSEU Co-operative Ltd to pay loan to a third party vendor who has supplied goods or services to me (the Borrower), I agree to indemnify SSEU Co-operative against any breach of duty, breach of trust, breach of contract, neglect, error, misstatement, misleading statement, omission, breach of warranty, or other act done or wrongfully attempted by the said vendor.

### 4. No Implied Waiver of Rights

No failure to exercise and no delay in exercising on the part of SSEU Co-operative Ltd any rights hereunder against the me (borrower) shall impair such rights, or be construed as a waiver of such rights and any single or partial exercise of such rights shall not preclude any other or further exercise thereof or the exercise of any other such rights. The rights and remedies herein are cumulative and not exhaustive of any rights or remedies provided by law.

Signature of Applicant : \_\_\_\_\_ Date: \_\_\_\_\_