



P.O. Box 75629 - 00200 Nairobi. Tel. 254 20 8097267/8. Call Centre 254 703 024 024/703 024 000. Cell: 254 724 253 918 / 254 733600059  
Email: loans@stima-sacco.com. Website: www.stima-sacco.com

**SALARY ADVANCE**

**PERSONAL DETAILS.**

**MEMBER NUMBER .....**

Staff No.....

Applicant's name.....

Prime account number..... ID/No.....

Telephone number..... Mobile Phone number.....

Applicants employer..... Station.....

Department..... P.O. Box.....

**ADVANCE DETAILS**

Amount applied for (in figures) Kshs..... in words .....

**FOR OFFICIAL USE ONLY**

**Recommendation by Appraising Officer**

Amount .....

Comment .....

Signature..... Date.....

**Approved by Approving Officer**

Amount.....

Comment.....

Signature..... Date.....

**Terms and conditions for salary advance**

1. Applicant must be a holder of FOSA prime account and earn their salary through this account.
2. Attach two original copies of most recent pay slip.
3. Maximum amount will be 50% of expected net salary.
4. Commission of 1.5% will be charged or as may be provided by the current tariff guide  
The advance is repayable within one month.
5. There will be a one off charge as appraisal and insurance fees upon approval of this Advance.

I agree to abide by all the terms and conditions governing this advance and any other future amendments.

**Applicant's signature..... Date.....**