



**KOPERASI PEKERJA-PEKERJA BANK  
MALAYSIA BERHAD  
PERSONAL LOAN 2  
APPLICATION FORM**

**The Secretary  
Koperasi Pekerja-Pekerja Bank Malaysia Berhad  
Lot No. 1108-1109B  
11<sup>th</sup> Floor, Wisma MPL  
Jalan Raja Chulan  
50200 KUALA LUMPUR**

**Date : .....**

Dear Sir,

I wish to apply for a loan under the **Personal Loan 2** provided by Koperasi Pekerja-Pekerja Bank Malaysia Berhad. The following are my particulars :-

Name of Applicant : ..... NRIC No : .....

Sex : ..... Age : ..... Marital Status : .....

Office Address : .....

..... Tel No : .....

Home Address : .....

..... Tel No : .....

Loan Amount : ..... Tenure : .....months

Interest Rate : **9% per annum.**

Purpose of Loan : .....

Basic Salary : RM..... Employment Date : .....

**Questionnaire :**

Do you have any outside debts? (YES/NO)

If yes, From where and how much?

- i) .....
- ii) .....
- iii) .....

## TERMS AND CONDITIONS

- 1) Any member of **Koperasi Pekerja-Pekerja Bank Malaysia Berhad** (hereinafter referred to as “**KOPERASI PEKERJA BANK**”) with a minimum of 1 (one) \*Share and has been a continuous paying member may apply for a **Personal Loan**.
- 2) The eligible loan amount shall be based on the applicant’s ability to repay the loan. Should the loan sum applied for be lesser than the monies in the applicant’s savings with **KOPERASI PEKERJA BANK**, no guarantor is required.
  - **Minimum loan amount shall not be lesser than RM 1,000.00 (One Thousand)**
  - **The eligible loan amount is fixed to the nearest multiple of RM 500**
- 3) The minimum Repayment Period shall not be lesser than 1 year or 12 months.
- 4) The maximum Repayment Period shall not exceed 7 years or 84 months for loans below RM50,000 and 9 years or 108 months for loans above RM50,000.
- 5) Any early settlement of loan shall be levied with 2 months interest chargeable as per agreement.
- 6) The interest rate chargeable is 9% per annum flat calculated on the Principal Loan Amount. The repayment sum (monthly installment) will be the Principal Loan and the interest charged for the repayment period.
- 7) Each applicant shall provide **one guarantor** for the loan if the applicant doesn’t qualify for exemption under clause 2. The guarantor must be an employee in any licensed Bank in Malaysia drawing a Monthly Basic Salary **equivalent** to that of the Borrower.
- 8) Cross guaranteeing is strictly **NOT** allowed.
- 9) Members of **KOPERASI PEKERJA BANK** are allowed to have a maximum of 2 (two) loans at any point of time.
- 10) All cooperative dues which include Monthly Subscriptions, Insurance Premiums and Loan Installments, etc **shall be thru Salary Deductions**.
- 11) This facility is extended to the borrower on condition that all cooperative dues shall be paid thru Salary Deduction. In the event the Salary Deduction is withdrawn for what so ever reason **KOPERASI PEKERJA BANK** reserves the **right to recall the loan in full**.
- 12) The Monthly Repayment amount shall be the total of the Principal Amount and Interest Charged spread equally into the number of months of the Repayment Period.
- 13) The Monthly Repayment shall reach **KOPERASI PEKERJA BANK** not later than the 7<sup>th</sup> working day of the month.
- 14) The borrower will be levied a Late Payment Charge if the Monthly Repayment is received after the 7<sup>th</sup> working day of the month.
- 15) The Late Payment Charge is 5% of the Monthly Repayment amount or RM50.00 whichever is lower.

- 16) **KOPERASI PEKERJA BANK** may change the Terms & Conditions by giving prior notice to the borrower.
- 17) The **borrower** undertakes to sign such further documents as may be requested by **KOPERASI PEKERJA BANK** from time to time.
- 18) **KOPERASI PEKERJA BANK** reserves the right to terminate this loan agreement if we have reasons to believe that the borrower has breached any of the terms and conditions contained in the Letter of Offer. Such termination shall be followed by a demand for a full settlement of balance of the loan amount at the material time.
- 19) The borrower shall make arrangement with his/her employer to have monthly repayment paid through Salary Deductions. In the event such arrangement is not practicable, **KOPERASI PEKERJA BANK** may decline the loan application.
- 20) Payment by the borrower to **KOPERASI PEKERJA BANK** shall not be considered to have been made until the relevant funds have been received for value by **KOPERASI PEKERJA BANK** and entered into **KOPERASI PEKERJA BANK's** general records.
- 21) In the event the borrower has defaulted in excess of 2 months installments, **KOPERASI PEKERJA BANK** shall reserve the right to inform the employer of the borrower of such monies owed and if necessary request assistance in the recovery by whatever means.
- 22) In the event the borrower defaults his/her monthly repayment for 3 months, **KOPERASI PEKERJA BANK** reserves the right to demand the full settlement of the loan. This may be proceeded with legal or any other actions that are deemed fit.
- 23) **KOPERASI PEKERJA BANK** reserves the right at any time to disclose to an appointed Debt Collection Agency the relevant information and details pertaining to the borrower, guarantor and loan outstanding.
- 24) The borrower shall be liable to pay **KOPERASI PEKERJA BANK** all legal costs, charges and expenses which **KOPERASI PEKERJA BANK** may incur in enforcing or seeking to enforce the loan agreement or in obtaining or seeking to obtain payment of all or any part of monies owing by the borrower to **KOPERASI PEKERJA BANK**.
- 25) The borrower and the guarantor shall be jointly and severally liable to **KOPERASI PEKERJA BANK** for all sums and payment due to **KOPERASI PEKERJA BANK** arising from the borrower defaulting in his/her Monthly Repayment or any breach as per **clause 18** or no longer employed in a licensed Financial Institution as per **clause 27**.
- 26) The borrower and guarantor hereby agree that in the event that any action is taken in the Malaysian Courts in respect of this Terms and Conditions, the legal process and other documents may be served by posting the documents to the borrower and guarantor at the last known address of the borrower and guarantor in **KOPERASI PEKERJA BANK's** records and such service on the fifth day after posting, be deemed to be good and sufficient service of such process and documents.
- 27) The borrower shall pay the loan amount in full if he resigns from or is no longer employed by in a licensed Financial Institution.

\* 1 share = RM 100.00

**Guarantor's Particulars.**

<b>NAME</b>	
<b>NRIC NO</b>	
<b>OFFICE ADDRESS</b>	
<b>OFFICE TEL NO.</b>	
<b>HOME ADDRESS</b>	
<b>HOME TEL NO.</b>	

I hereby declare that the foregoing is a full and true statement and I now undertake to refrain from borrowing from any other source other than **KOPERASI PEKERJA BANK** except with the prior consent of the Board of Management. I have read and understood the Term and Conditions imposed by the Cooperative. I agree to abide by the Term and Conditions of Koperasi Pekerja-Pekerja Bank Malaysia Berhad.

.....  
**Membership No.**

.....  
**Signature of Applicant**

# CHECK-LIST

## PERSONAL LOAN SCHEME 2

NO	REQUIREMENT	ORIGINAL (IN SETS)	Photocopy (IN SETS)
1	KOBANK's Membership Form	1	
2	KOBANK's Insurance Form (Conventional / Takaful)	1	
3	Banker's Cheque for RM120-00 made payable to "Koperasi Pekerja Pekerja Bank Malaysia Berhad" (RM20-00 for Entrance Fee + RM100-00 for 1 Share {Savings})	1	
4	Letter of Confirmation from Employer addressed to "Koperasi Pekerja Pekerja Bank Malaysia Berhad"	1	1
5	3 months Payslip (certified true copy)		1
6	NRIC		2
7	Consent for Salary Deduction (enter name, NRIC No., Staff No. & Signature) Pls leave the amount column blank.	2	