



CLIENT DOCUMENTS CHECKLIST

CHECKLIST	REQUIRED FOR
☐ Fund Application Form (Separate application form required for each owner)	New & Existing Businesses
PERSONAL DOCUMENTS	
☐ A photocopy of the national Identity Card (ID)	New & Existing Businesses
☐ Photocopy of a valid Passport	New & Existing Businesses
☐ Photocopy of the family book	New & Existing Businesses
☐ Copy of an updated resume /CV	New & Existing Businesses
☐ A photocopy of an endorsed certificate of the highest educational degree <i>(if any)</i>	New & Existing Businesses
☐ A photocopy of the training courses which the applicant has successfully completed <i>(if any)</i>	New & Existing Businesses
LEGAL DOCUMENTS	
☐ A copy of the trade license(s)	New & Existing Businesses
☐ Liability Letter for Corporate Account <i>(if any)</i>	Existing Businesses ONLY
☐ Last Six Months Bank Statement	Existing Businesses ONLY
☐ List of Assets and Securities	New & Existing Businesses
BUSINESS OPERATION & FINANCIAL DOCUMENTS	
☐ Business Plan	New & Existing Businesses
☐ Market Feasibility Study	New Businesses ONLY
☐ Copy of audited financial statements for last 2-3 years <i>(if applicable)</i>	Existing Businesses ONLY
☐ Cash Flow Projection <i>(2 years minimum)</i>	New & Existing Businesses
☐ Startup Costs	New Businesses ONLY
☐ Planned use of Loan Proceeds	New & Existing Businesses

THE FUND الصندوق

صندوق محمد بن راشد لدعم المشاريع
MOHAMMED BIN RASHID FUND FOR SME



CLIENT DOCUMENTS CHECKLIST

Please fill and attach this sheet with The Financing Application.

COMPANY INFORMATION

Applicant Name:

Company Name:

Address:

Telephone No.

Email:

Type of Business: ☐ New ☐ Existing

Owners:

Financing Request Amount (AED):

Financing Tenor (Years):

**INTERNAL
USE ONLY**

Staff:

Date Received:

Comments:

Ref. No.