

**Check list**  
**Unsecured Loans**

1. Last 3 months payslips
2. Recent Job Letter (no older than 3 months)  
  
    **Nakeita Burton**  
    **Credit Officer**  
    **Lascalles Employees & Partners Credit Union**  
    **236 Spanish Town Road,**  
    **Kingston 11**
3. Proof of Address (no older than 3 months)
4. 10% of amount being borrowed upfront (option exists for this to be taken from the loan)
5. Proof of purpose of the loan
6. Credit Check
7. Last 6 months bank printout of salary account

**If Self Employed:**

- Certificate of registration for business – *business must be registered for a minimum of one year with financial statements to reflect the last three years of operation.*
- Bank printout of salary account for the last year
- Employment and Income Verification Letter from Accountant verifying monthly salary.

**Minimum of 10% of monthly payment as saving as per life of loan**

**Loan Processing Time frame 3 -5 business days after all documents are submitted.**

**Processing fee 4-5% plus GCT**

COMMENTS:

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