

REQUIREMENT FOR LOAN

1. A member should have contributed for at least **FOUR (4) months** continuously to qualify for a loan.
2. The loan repayment period is from six (6) months to thirty-six (36) months.
3. The interest rate is 11% simple interest

LOAN AMOUNT LIMIT BELOW

CONTRIBUTION	LOAN LIMITS(GHS)
GHS 50	UP TO 7000
GHS 100	UP TO 10,000
GHS 200	UP TO 15,000
GHS 300	UP TO 25,000
GHS 400 and above	NO LIMITS

4. The UPNMG LOAN team will assess your affordability by verifying same on the TPRS system. You might be required to provide your Staff ID and Password
5. After affordability has been validated and approved, download from <https://upnmg.com/pages/downloads.php> and complete the UPNMG LOANS form.
6. Submit the completed application form to your UPNMG representative for confirmation to receive a loan advance form and authority note form.
7. Complete and scan loan advance and authority note.
8. Please submit “loan advance” and “authority note” for endorsement by your head of department.
NB: Please note that, head of department is supposed to sign and stamp the “**Authorised by**” section on the “loan advance” and same under the “endorse by” section on the “**Authority note**”.
9. (i) In the event where an applicant is *very far* from his/her rep, the loan advance and authority note will be sent to you (the applicant) by transport.
(ii) Subject to 9(i), applicant must take a selfie picture each with the loan advance form and authority note form.

10. Provide a verifiable ID card (**voter ID** card, SSNIT card or Driver's license)
11. Two (2) passport pictures
12. Two current payslips and sign on them

NB: PLEASE CLEARLY SCAN ALL DOCUMENTS, PASSPORT PICTURES AND ID CARD **AS PICTURE, ATTACH AND SUBMIT TO upnmgloans@gmail.com**

FINALLY, KEEP A COPY OF THE APPLICATION FORM AS A RECEIPT AND SUBMIT THE FOLLOWING TO YOUR UPNMG REP;

- 1. COMPLETED APPLICATION FORM**
- 2. COMPLETED ORIGINALS OF BOTH LOAN ADVANCE AND AUTHORITY NOTE**
- 3. PASSPORT PICTURE**
- 4. A COPY OF YOUR ID CARD AND SIGNED PAYSLEIPS**

PLEASE CONTACT THE [UPNMG LOANS DEPARTMENT ON PHONE NUMBER](#) FOR ANY ASSISTANCE OR CLARIFICATION