



CEDA

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TRADE FINANCE CHECKLIST

Revision No: 2

Effective Date: 01/07/2018

REQUIRED DOCUMENTS	TICK
1. Company Profile or business brief for new projects	
2. Historic financials (for operating projects)	
3. Financial Projections	
4. Company resolution to borrow	
5. Certified copies of Shareholders & Directors IDs	
6. Personal Balance sheets of Shareholders & Directors	
7. Market (i.e. Tender awarded/purchase orders/contracts)	
8. Letter of request	
9. CVs of Shareholders & Directors and/or Management	
10. Certificate of incorporation	
11. Memorandum & Articles of Association	
12. Form 2	
13. Form 4 & 5	
14. Share Certificates	
15. Copy of licence to operate the business	
16. Quotations from suppliers	
17. 6 months bank statements (for existing businesses)	
18. Tax Clearance Certificate	
19. CEDA application form.	

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