

## **PROCEDURE FOR APPLYING FOR A PENSION BACKED LENDING HOUSING LOAN**

1. Complete and sign the four-page Standard Bank Pension Backed Lending application form, (obtainable from your local trustee, the office of the MEU Retirement Fund or download from the website of the Fund).
2. The following supporting documentation should accompany the application form :
  - Clear copy of your id document;
  - If married In Community of Property, a copy of your spouse's id and or marriage certificate and a letter of consent from your spouse;
  - Last 3 months payslips (most recent);
  - Three month's bank statement (not older than 3 months);
  - Proof of residence (A utility bill or any other valid account that is in your name indicating your home address and is not older than 3 months. If you are renting and the house where you are living in is not in your name, a third party affidavit form must be completed by the owner of the house. This form is available from the offices of the MEU Retirement Fund.);
  - Most recent fund credit report/benefit statement (the Fund will provide this).
3. Submit the completed application form together with all supporting documents as indicated in point 2 above to the offices of the MEU Retirement Fund for attention Hloni Sedibe. You can fax, post, e.mail or deliver it by hand.
4. The application will be submitted to Standard Bank together with all supporting documents.
5. If the application has been approved you will be notified. Standard Bank will draw up an agreement and send the contract to your nearest Standard Bank branch. You will be requested to go to the branch to sign the agreement.
6. If the loan application has been declined for whatever reason, Standard Bank will notify you directly as well as the office of the Fund.
7. All loans are subject to the National Credit Act.
8. Once the agreement had been signed by all required signatories (ie member, loan writer, Fund and Fund Administrator), the loan agreement will be returned to the Pension Backed Lending department at Standard Bank for final verification and payment.