

PURCHASE ORDER FINANCING - TOPLEND FINANCING & LENDING	
COMPANY REQUIREMENTS	
Board Resolution to Borrow	A written statement created by the board of directors of a company detailing a binding corporate action to borrow & signatories, signed & stamp by company secretary and Director(s).
CIPA Documents	These are Certificate of Incorporation, Shareholder information and Company Secretary information. The document can be accessed from CIPA portal)
Tax Certificate	A certificate issued by BURS confirming that the applicant's tax affairs are in order, validity date noted.
FINACIAL REQUIREMENTS	
Confirmation of Bank Account	Bank confirmation letter (stating signatory to the account).
Signed Purchase Order/ Offer Letter	An official letter/ document that is issued to the seller by the buyer for good and services to be purchased, indicating quantities, and agreed prices for products or services. Maximum of 3 tenders allowed.
Quotation for Goods & Services	Quotation from the merchant/ organisation that will be supplying the goods or services.
Cession of Payments	An official document that states that the transaction is to be paid directly to TOPLEND. If it is a non-government organization, it must be confirmed.
PERSONAL REQUIRED DOCUMENTS	
Certified ID of Director(s)	Certified by Police Commissioner
Utility Bill/ Confirmation of Buss address/Directors	Particulars of the place of operation or where someone resides
INTEREST RATE/ PRICING	
Interest rate	6% - 10%%
Maximum Loan	BWP P200,000.00