



To : Director-General of Trade and Industry,  
Government of the Hong Kong Special Administrative Region <sup>(Note 1)</sup>

**Small and Medium Enterprises (SME) Loan Guarantee Scheme  
Confirmation of Particulars of Business Installations and Equipment Loan Guarantee/  
Associated Working Capital Loan Guarantee**

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Application No. : \_\_\_\_\_  
Name of Applicant/Borrower : \_\_\_\_\_  
Business Registration No. : \_\_\_\_\_

We confirm that the details set out in your notification regarding the above application remain unchanged.

We would like to propose the following amendments :

**(A) GUARANTEE(S) TO BE ISSUED UNDER THE DEED**

1. Risk Sharing Factor (%) for -

(i) Business Installations and Equipment Facility : \_\_\_\_\_

(ii) Associated Working Capital Facility : \_\_\_\_\_

2. Guarantee Limit (HK\$) for - : \_\_\_\_\_

(i) Business Installations and Equipment Facility : \_\_\_\_\_

(ii) Associated Working Capital Facility : \_\_\_\_\_

**(B) FACILITY/FACILITIES TO BE GRANTED**

*(i) Business Installations and Equipment Facility –*

1. Designated Bank Account No. or  
Sub-account No. : \_\_\_\_\_

2. Facility Type :

Term loan through one single drawdown

Term loan by multiple drawdown

Hire-purchase

Others : \_\_\_\_\_ (please specify)

3. Principal/Maximum Indebtedness (HK\$) : \_\_\_\_\_

4. Interest Rate and Effective Rate (% p.a.) : Interest Rate : \_\_\_\_\_  
Effective Rate  
(if applicable) : \_\_\_\_\_

- 5. Starting Date of Facility (dd/mm/yy) <sup>(Note 2)</sup> : \_\_\_\_\_
- 6. Maturity/Expiry Date (dd/mm/yy) : \_\_\_\_\_
- 7. Terms of Repayment : (a) First repayment due on : \_\_\_\_\_  
(b) Interval of subsequent repayments : \_\_\_\_\_
- 8. Purposes : \_\_\_\_\_  
\_\_\_\_\_
- 9. Location where the installation(s) and equipment will be placed : \_\_\_\_\_
- 10. Security for the Facility : \_\_\_\_\_  
\_\_\_\_\_

**(ii) Associated Working Capital Facility –**

- 1. Designated Bank Account No. or Sub-account No. : \_\_\_\_\_
- 2. Facility Type :
  - Term loan
  - Credit line
  - Others : \_\_\_\_\_ (please specify)
- 3. Principal/Maximum Indebtedness (HK\$) : \_\_\_\_\_
- 4. Interest Rate and Effective Rate (% p.a.) : Interest Rate : \_\_\_\_\_  
Effective Rate (if applicable) : \_\_\_\_\_
- 5. Starting Date of Facility (dd/mm/yy) <sup>(Note 2)</sup> : \_\_\_\_\_
- 6. Maturity/Expiry Date (dd/mm/yy) : \_\_\_\_\_
- 7. Terms of Repayment <sup>(Note 3)</sup> : (a) First repayment due on : \_\_\_\_\_  
(b) Interval of subsequent repayments : \_\_\_\_\_
- 8. Security for the Facility : \_\_\_\_\_  
\_\_\_\_\_

We confirm that the following facility/facilities covered by the Guarantee(s) was/were/will be granted to the Borrower on the date(s) and vide our facility letter(s) specified below –

<u>Date of Granting the Facility</u> (dd/mm/yy)	<u>Date of Facility Letter</u> (dd/mm/yy)
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(i) Business Installations and Equipment Facility :

(ii) Associated Working Capital Facility :

A copy of “Acceptance of Conditions for the Issue of A Guarantee for Business Installations and Equipment Loan” (TID 603i) and “Acceptance of Conditions for the Issue of A Guarantee for Associated Working Capital Loan” (TID 603ii), duly signed by the Borrower, is/are attached.

Lender’s Name : \_\_\_\_\_  
Branch (*if applicable*) : \_\_\_\_\_  
Contact Person : \_\_\_\_\_  
Telephone No. : \_\_\_\_\_

Signed for and on behalf of the Lender by its authorised officer,

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name) (Print)

\_\_\_\_\_  
(Position)

\_\_\_\_\_  
(Company Chop)

\_\_\_\_\_  
(Date) (dd/mm/yy)

Note 1: Completed form should be sent to the Director-General of Trade and Industry –

By post/in person : SME Loan Guarantee Scheme Unit  
6/F, Trade and Industry Department Tower,  
700 Nathan Road, Kowloon, Hong Kong

Mondays – Fridays : 8:45 a.m. – 12:30 p.m.  
1:30 p.m. – 6:00 p.m.

By Fax : (852) 2396 5067

By Online Submission : [www.smefund.tid.gov.hk](http://www.smefund.tid.gov.hk)

Note 2 : Starting Date, in respect of a credit line, means the date on which that facility shall be made available by the Lender to the relevant Borrower; and in respect of a loan of non-revolving nature or a Hire Purchase Agreement to be made available by the Lender to the relevant Borrower, means the date on which funds are first withdrawn against the approved loan or the Hire Purchase Agreement takes effect.

Note 3 : Only applicable to Associated Working Capital Facility of non-revolving nature.