

# APS BARAKA SACCO SOCIETY LTD

P. O. BOX 8070-00200 NAIROBI, TEL: 2222124

*"SAVE REGULARLY, BORROW WISELY, PAY PROMPTLY"*

## MEMBER EXIT/SAVINGS TRANSFER FORM

*Fill in your group.*

**1.0 PART A: and return the form with your passbooks and a non-refundable fee of ksh 1000/=to**

Name.....

1.1 Group.....

1.2 SACCO Membership Number.....

1.3 National ID Number.....

1.4 Date of exit/savings transfer.....

2.0 Amount of savings you are withdrawing/transferring kshs.....

2.1 Do you have any loan you are repaying

2.2 Number of loans taken in the SACCO.....

2.3 Had you been guaranteed by any member to get a loan?.....

2.4 Had you guaranteed any continuing member to get a loan?.....

2.4.1 If yes, list the members and the amount of your savings.

i. .... Ksh.....

ii. .... Ksh.....

iii. .... Ksh.....

iv. .... Ksh.....

v. .... Ksh.....

2.5 Do you think you benefited from being a member of your group/SACCO?

2.5.1 If **YES** give us specific reasons.

i. ....

ii. ....

iii. ....

2.5.2 If **NO**, give us the specific reasons.

i. ....

ii. ....

iii. ....

3.0 What are the main reasons that you leaving the SACCO?

i. ....

ii. ....

iii. ....

3.1 Do you think that you might rejoin the SACCO in the future?.....

3.1.1 Would you encourage a relative or a friend to join this SACCO the way it is now?.....

**4.0 PART B: Fill in this section if you intend to transfer your savings to another SACCO member. (Note that you can only transfer savings when you are exiting)**

	NAME (S) BEING TRANSFERRED TO.	GROUP	SACCO NO.	ID. NO.	AMOUNT BEING TRANSFERRED(KSH)
1					
2					
3					
4					
5					

4.1 After a mutual agreement [between] [among ] us,  
 I..... Sign..... on this .....th day  
 of.....year..... authorize the Society to transfer the above said  
 savings(.....)less any outstanding debt to the following member(s)

- 1) ..... Sign..... Date.....
- 2) ..... Sign ..... Date.....
- 3) ..... Sign..... Date.....
- 4) ..... Sign..... Date.....
- 5) ..... Sign..... Date.....

**5.0 Thank you so much for your time and participation in the SACCO.We will use your answers to help us improve our SACCO for other borrowers. ‘Good Luck’**

**6.0 PART C: RECOMMENDATION/DECISION OF GROUP**

*(To be completed by officials after discussion of exit by group)*

6.1 Group has: - Recommended [ ] / Not recommended [ ]/ Recommended with conditions [ ] this ex –member during the meeting held on .....

6.2 Reasons for rejection/conditions

- (i) .....

6.3 Signed on behalf of group by the following officials:

	Position	Name	Sign	Date
1	Chairperson			
2	Secretary			
3	Treasurer			
4	SACCO Rep *			

**7.0 PART C: FOR OFFICIAL USE ONLY (Confirm required documents are attached)**

7.1 Exit/transfer form received on .....

7.2 Discussed and Approved [ ] / Not Approved [ ] by SACCO management committee meeting held on ..... Minute No. ....

7.3 Exit Fee paid: Amount (Ksh): ..... Date ..... Receipt No: .....

7.4 Entered in members register on: ..... M/Ship No given .....

7.5 Reasons (briefly) for Non Approval:

- (i) .....
- (ii) .....

7.6 Signed on behalf of SACCO Management Committee by the following committee officials:

	Position	Name	Sign	Date
1	Chairperson			
2	Hon. Secretary			
3	Treasurer			

7.7 Final decision communicated by SACCO Hon. Secretary/officer on (date) .....

Name: .....

Sign: .....

Date: .....

**8.0 PART C:** One should not exit or transfer savings if he or she has any outstanding loan balance.

**9.0 PART D: SACCO BY-LAWS** require that a member may at any time withdraw from the SACCO by giving 60 days written notice to the Society during which time the Society will settle the member's accounts and refund the member savings if he had no outstanding liability with the Society (**Sec 21**) **Also refer to section 20 of SACCO BY-LAWS.**