**MEMBER CLEARANCE FORM.**

Any member resigning from the Sacco should ensure that this clearance form is fully completed and returned to the Sacco office before the resignation letter is effected.

**PART A: MEMBERS DETAILS**

Name………………………………………………….. Member No………………………

Center………………………………………………. ID No…………………………….

Mobile No…………………………………………… Email …………………………….

I wish to give a 60 (sixty) days notice to withdraw from the Sacco effective this ……………day of ………..….. 20…….., having complied with all withdrawal terms.

**GUARANTORSHIP**

I had guaranteed the following members whose loans are still not yet paid in full and have been replaced by the following.

**MEMBER GUARANTEED.**

|  |  |  |  |
| --- | --- | --- | --- |
| MEMBER GUARANTEED | MEMBER NO. | REPLACED BY | MEMBER NO. |
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**PART B: FOR OFFICIAL USE**

TOTAL CONTRIBUTION (shares + deposits) KSH. -------------------------------------

TOTAL LOANS BALANCE KSH -------------------------------------

ANY OTHER CONTRIBUTION (SPECIFY) -----------------------------------------KSH--------------

NET BALANCE (Deposits–loans) Ksh. -------------------------------

PREPARED BY --------------------------------------------- DATE -------------------------------

CHECKED BY ------------------------------------------- DATE -------------------------

**PART C: MANAGEMENT COMMITTEE’S APPROVAL**

Chairman signs………………………………….. Date ………………………………..

Treasurer signs………………………………….. Date ………………………………..

The resignation/clearance will only be effected after the management committee’s approval and this will be considered as the date of resignation applicable to the BY laws for refunds consideration.

MEMBER’S SIGNATURE ------------------------------------ DATE --------------------------