



**CORPORATE/GROUP MEMBERSHIP RESIGNATION FORM**

**TECH INNOVATORS SACCO OF KENYA**

P.O. BOX 14246-00100 NAIROBI. TEL: +254 759 759311

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Website: [www.web.tisk.co.ke](http://www.web.tisk.co.ke)

**PART 1: GENERAL REQUIREMENTS**

1. Form to be completed as appropriate using block capital letters
2. Please attach a copy of your Signatories IDs
3. Normal Application matures within 60 (sixty) days from the date of its receipt
4. Minutes or Instructions/Letter must be availed.
5. Resignation Charges: Kshs. 500/= or 2% of outstanding loans (whichever is higher)

**PART 2: CORPORATE DETAILS:**

<b>ACCOUNT NUMBER</b>	
<b>ACCOUNT NAME</b>	

**PART 3: PHYSICAL ADDRESS**

Registered Office/Location	Office Telephone
Postal Address	E-Mail address
Contact Person	Contact Person Mobile Number
Nature of Business Entity	County & Ward

**PART 4: OFFICIAL (AUTHORIZED SIGNATORIES)**

Reason for Resignation (attach supporting document where applicable)

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POSITION HELD	NAME	ID NO	MOBILE NO.	SIGN

**PART 5 TRANSFER OF SHARES CAPITAL OR MAINTAIN**

We ..... hereby wish to transfer our share capital of Kshs. .... (in words).....to

Name.....MNo .....

ID No/PassPort No.....

With effect from.....and henceforth proceed to close my account.

**PART 6 FOR OFFICIAL USE ONLY**

a) **Advanced amount approved** ..... Date .....

Processed by..... Signature ..... Date .....

**b) Outstanding Loan Cleared and Guarantors/Security/Collateral released**

Confirmed by Credit Officer ..... Signature ..... Date .....

**(c) Resignation Calculation:**

- Share Deposit Kshs. ....
- Add other Dues Kshs. ....
- Less outstanding loans Kshs. ....
- Accrued Interest Kshs. ....
- Withdrawal Fees Kshs. ....

**Net Refund** .....

Prepared by: ..... Signature..... Date.....

Checked by: ..... Signature..... Date.....

Approved by: ..... Signature..... Date.....