



United Kingdom
Debt Management
Office

Public Works Loan Board

Eastcheap Court
11 Philpot Lane
London
EC3M 8UD

T 020 7862 6610
E pwlb@dmo.gov.uk
www.dmo.gov.uk

**APPLICATION FOR A LOAN BY A PARISH OR TOWN COUNCIL IN ENGLAND OR
A COMMUNITY COUNCIL IN WALES**

The lending arrangements are set out in the [latest operational circular](#) and guidance note [LC2](#), which can also be accessed on the Board's website (www.dmo.gov.uk)

<p>NAME OF COUNCIL in full</p> <p>PWLB REFERENCE NUMBER (if known)</p> <p>BORROWING APPROVAL REFERENCE</p> <p>PURPOSE OF LOAN: please describe the works or other purposes</p> <p>SUM NOW REQUIRED (see note 4)</p> <p>TYPE OF LOAN REQUIRED: please delete whichever is not applicable.</p> <p>FIXED RATE LOANS: Half-Yearly Interest Payment Days (see note 5)</p> <p>VARIABLE RATE LOANS: Payment Frequency ('rollover')</p> <p>TERMS OF REPAYMENT: please complete either a, b or c:</p> <p>a) ANNUITY (Fixed Rate Loans only) - where each payment is of a constant amount inclusive of principal and interest, or</p> <p>b) EIP - where each payment consists of a constant instalment of principal plus a diminishing amount of interest calculated on the balance of principal then outstanding, or</p> <p>c) MATURITY - where each payment is of interest only with a single repayment of principal at the end of the term (see note 6)</p>	<p>HOLFORD PARISH COUNCIL</p> <p>SRP 5/23/05 Application 2017-18 (103) Provision of grant from Viridor Credits to release K100K for HDVH £ 10,000</p> <p>Fixed Rate / Variable Rate</p> <p>Monthly / 3 Monthly / 6 Monthly (Delete as required)</p> <p>ANNUITY - repayable over <u>10</u> years</p> <p>EIP - repayable over years</p> <p>MATURITY - repayable over years</p>
<p>PREFERRED DATE OF ADVANCE</p> <p>Loans may be advanced on any working day</p>	<p>23 JULY 2018</p>

NOTES:

- The completed form should reach the Board one week prior to the intended advance date. The loan application must be accompanied by a blank cancelled cheque or an original bank statement verifying the details of the bank account to which the advance should be made
- The terms of the loan must be agreed by telephone once all checks are complete in accordance with the arrangements set out in guidance note [LC2](#)
- The loan will be secured by statute on the revenues of the council (see [LC2](#))
- Loans will only be advanced for whole pounds. The fee due in respect of the loan will be deducted from the advance (see [LC2](#))
- It is open to borrowers to choose their own half-yearly payment days, for example to coincide with the repayment days of existing loans or with regular income such as a precept. By default, the first repayment date will be six months after the day of the advance, and at regular six monthly intervals thereafter. For example, a loan agreed on Wednesday, 1 February 2017 is advanced on Friday 3 February 2017 and falls due for repayment on 3 February and 3 August until maturity. Loans must mature on a repayment date.
- Maturity rate loans will only be advanced if an authority is able to provide evidence of their ability to repay the principal on the loan maturity date (see [LC2](#))
- The Board will provide confirmation of the status of your loan via email, including a confirmation letter on the day of advance

The following additional information is required:

Amount already borrowed against the Borrowing Approval (if any)	£ <u> </u>
---	-------------------------------

DECLARATION TO BE COMPLETED BY THE RESPONSIBLE FINANCE OFFICER (RFO)

I, the undersigned,
(Print Full Name)

HEMA STANLEY

.....
(Print Address)

As the Responsible Finance Officer (RFO) for HOLFORD PARISH Council hereby
apply for a loan of the amount stated overleaf to be repayable in the manner stated with interest at the appropriate rate
determined by HM Treasury for loans of the appropriate type, duration and method of payment.

I certify that the information given is true to the best of my knowledge and belief.

I authorise the Public Works Loan Board to pay the sum applied for or such lesser sum as it may agree to lend, subject to
deduction of the fee payable from the advance at the time it is made.

Details of the council's bank account to be credited



United Kingdom
Debt Management
Office

Public Works Loan Board



Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the whole form using a ball point pen and send it to:

Public Works Loan Board
UK Debt Management Office
Eastcheap Court
11 Philpot Lane
LONDON
EC3M 8UD

This guarantee should be detached and retained by the Payer.

The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit the Public Works Loan Board will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request the Public Works Loan Board to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit by the Public Works Loan Board or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society. If you receive a refund you are not entitled to, you must pay it back when the Public Works Loan Board asks you to.
- You can cancel a Direct Debit at any time simply by contacting your bank or building society. Written confirmation may be required. Please also notify us.