

# Key Fact Statement

## Small Business – Working Capital

### Information about the Bank

ALEXBANK - Intesa Sanpaolo S.P.A.  
Head office: 49 Kasr ElNile Street – Down Town - Cairo - Egypt  
Contact center: 19033  
Website: [www.alexbank.com](http://www.alexbank.com)

### ALEXBANK Small Business Working Capital Programs Overview

| Item               | Small Business Working Capital  |
|--------------------|---|
| Definition         | Small Business lending is provided for Companies to finance the working capital, either under inventory finance, receivables finance, or others   |
| Target Market      | Start-up: Paid in capital in the commercial register starts from <b>EGP 50K</b> and less than <b>EGP 5M</b> (for Industrial entities) or <b>EGP 3M</b> (Non-industrial entities) whereas the entities are: <ul style="list-style-type: none"><li>less than <b>2</b> years in operating business proofed by financial statements</li><li>OR feasibility study in case the company didn't start operation yet</li></ul> Operating Business: Business gross annual sales are less than <b>EGP 50M</b> , proofed by financial statements, with at least <b>2</b> years in business as proofed in the taxation card or Commercial register |
| Maximum Finance    | Up to <b>EGP 10 million</b>   |
| Facility Type      | <ul style="list-style-type: none"><li>Overdraft: Revolving Overdraft, yearly renewable, uncommitted, revocable facility</li><li>Loan: Short Term Loan</li></ul>   |
| Maximum Tenor      | <ul style="list-style-type: none"><li>Overdraft: 1 Year subject to renewal under Credit Annual Review</li><li>Loan: up to 48 months</li></ul>   |
| Guarantor          | Required – on case by case basis  |
| Ancillary services | Business Club value added services – Upon request   |
| Business segment   | The company shall not be operating in the below industries: <ul style="list-style-type: none"><li>Tourism Sector (including Hotels)</li><li>Exchange houses/ money exchanges owners or their principles</li><li>Real Estate developers</li><li>Financial Institutions belonging to industrial groups</li></ul>  |
| Products Covered   | <ul style="list-style-type: none"><li>Receivables Finance</li><li>Inventory Finance</li><li>POS in Advance</li><li>Clean Overdraft</li><li>Assignment of Contract</li><li>Supply Order Financing</li><li>Export Financing Facility</li><li>Livestock - CBE Initiative Program</li><li>Doctors, Pharmacist &amp; Medical Establishment Program</li><li>Industrial Startup Finance</li></ul>  |

## Pricing & Periodicity

### Product Features

| Small Business – Working Capital     | Fees  |
|--------------------------------------|---|
| I-score fees                         | EGP 150   |
| Administrative fees                  | 1% on the disbursed amount – Maximum of EGP 40K   |
| Early settlement fees                | 4% from the outstanding balance   |
| Loans delay penalty/OVD Excess Limit | 2% above facility's applied interest rate with minimum of EGP 100 - on the unpaid portion/overdraft limit |
| Highest debt balance (Overdraft)     | 1.75 per Mil  |
| Insurance                            | Paid by the Customer  |
| Debit balance certificate            | EGP 200 (upon customer's request)   |
| Clearance Letter                     | EGP 25 (upon customer's request)  |

### Small Business Working Capital Calculation – Basic Plan

Example: On Jan-2024 a customer applied for Small Business Working Capital with a duration of 1 year, given that Loan amount is 1,000,000, loan interest rate 30.25%, Reducing.

| Costs connected to the contract conclusion and to the contract relationship management |            |
|--|------------|
| Admin fee  | EGP 10,000 |
| Current account open fee   | Free       |
| Current account maintenance fee  | Free       |

### Amortization Schedule

| Values                          |               | Loan Summary                          |               |
|---------------------------------|---------------|---------------------------------------|---------------|
| Loan amount                     | EGP 1,000,000 | Loan amount                           | EGP 1,000,000 |
| Annual reducing interest rate   | 30.25%        | Monthly Installment                   | EGP 97,611    |
| Loan period in years            | 1             | Number of installments                | 12            |
| Number of installments per year | 12            | Total interest                        | EGP 171,332   |
| Start date of loan              | 01/01/2024    | Total Payments (Principal + Interest) | EGP 1,171,332 |

| Installment Number | Installment Date | Beginning Balance (EGP) | Scheduled Installment (EGP) | Principal (EGP) | Interest (EGP) | Ending Balance (EGP) | Cumulative Interest (EGP) |
|--------------------|------------------|-------------------------|-----------------------------|-----------------|----------------|----------------------|---------------------------|
| First installment  | 01/02/2024       | 1,000,000               | 97,611                      | 72,402          | 25,209         | 927,598              | 25,209                    |
| Last installment   | 01/01/2025       | 95,211                  | 97,611                      | 95,211          | 2,400          | 0.00                 | 171,332                   |

### Delay Penalty Schedule

| Summary                       |            |
|-------------------------------|------------|
| Scheduled installments        | EGP 97,611 |
| Annual reducing interest rate | 30.25%     |
| Delay payment fee             | 2%         |
| Delayed days                  | 10         |
| Delay payment amount          | EGP 863    |

## For further information or complaints you can:

### For further information, you can:

1. Call 19033 for mass customers & 19044 for Magnifica and Private customers - 24hours/7 days a week; or
2. Send e-mail to [customer\\_Support@alexbank.com](mailto:customer_Support@alexbank.com); or
3. Visit our official website [www.alexbank.com](http://www.alexbank.com)
4. Fill the opinion form available in Alexbank branches.

### For Complaints, you can:

In case the customer has any complaint, he/she must contact the bank contact center 19033 for Mass customers & 19044 for Magnifica and Private customers or In case the customer wishes to submit a written complaint, he/she must visit the nearest branch or the Customer Rights Protection Office in order to submit his/her written complaint while keeping the reference number received in all cases, for continuous checking and replying on the complaint. The Bank is committed to reply on customer complaint within 15 working days from the date of receipt except for complaints related to transactions with external entities in which the customer is notified with the period required for complaint perusal. If the customer does not accept the bank reply, he/she should notify the bank in writing within a period not exceeding 15 working days from the date of receiving the bank reply with inclusion of the justifications for customer refusal; for the bank to review and re-investigate the complaint once again, where final bank reply should be within 15 working days accompanied by clear and appropriate justifications especially if the reply does not change. At any case, the customer shouldn't refer to the CBE before submitting his/her complaint to Alexbank and does not receive a feedback on his/her complaint within the aforesaid periods.

## You Need To Know:

- The customer must ensure to deposit the instalments of the Small Business facility before the due date with a period not less than 1-2 days, to avoid any late payment charges that will be applied based on the repayment schedule handed to the customer.
- The customer must abide to the laws and regulations of the small business contract/application, and not to use the requested finance amount except for the stated purposes.
- The customer must ensure to deposit the installments of small business before the due date with a period not less than 1-2 days, as overdue installments will be reflected negatively on the possibility of further finance.
- All information disclosed by the customer to the Bank must be correct (contact numbers, mailing address, email, etc...) to insure reaching the customers in case of any bank changes/announcement, whereas the customer must regularly update his data in case of any changes.
- All information disclosed by the customer to the Bank at Small business application stage (Medical declaration, Employment and Salary details, etc...) must be correct as it directly affects over bank's credit decision.

## Terms, Conditions and Guidelines

1. The customer shall enjoy a free current account under some Financial 's programs if the account was opened for finance purpose.
2. The customer may cancel his/her request for any inactive products or banking service within 2 working days from the contract date, with the right to restore all the documents submitted upon applying for the product
3. The customer shall undertake to repay the principal of the granted facility and the interest due to the schedule of the repayment program as per the contract/ application. Wherefore, the customer authorizes the bank to divide the instalments into the principal of the credit facility and the resulting interest according to the applicable procedures of the Bank. Moreover, the customer authorizes the Bank to add any differences in the due interests -for any reason- to the last instalment amount even if adding such differences leads to exceeding the instalment's amount stated in the schedule.
4. The customer shall receive a copy of the repayment schedule signed by him/her in case the schedule is not included in the contract/application
5. The Bank has the right to change the interest rate fees and/or any changes that may affect the same, and the Bank shall announce such changes/ modifications through the most effective communication channel chosen by the Bank within an appropriate period.
6. in the event that the instalments are not paid on the fixed date, the Bank may apply a delay penalty to be added to the applicable interest rate as indicated in the product characteristics stated above.
7. The customer has the right to settle his/her loan, before the loan end date, after paying the announced early settlement fees, applied on the remaining portion of the loan as indicated in the product characteristics stated above
8. The customer may choose his/her preferred communication channel (SMS, Email, website, flyers, etc. . .) to receive any unilateral changes or any other changes from the bank, whereas the bank shall choose the most effective communication channel to reach the customer. Also, a dedicated communication in hard copy will be eventually sent as attachment to the Bank periodical statements.
9. The Bank provides the customer with a quarterly bank statement at most as stipulated in the Egyptian law or otherwise stated by the customer. All correspondence from the Bank are considered received by the customer in case it is sent by ordinary mail or electronically to the address and/or email address stated in the account opening form or can be held at the Bank premises if requested. The customer undertakes that if the Bank didn't receive any objection from him/her on the balances reflected on the account/accounts statements sent to him from the Bank within 30 working days from the date of bank notification with account statements, it will be considered as a be final approval from the customer on the balances shown in the account statements. In case the customer didn't receive the account / accounts statements from the Bank within 15 working days from the specified date for sending, the customer must submit written request to the Bank within 7 days following that date. If the customer does not request the statement during this period, then he is not entitled to object on not receiving that the account / accounts statement in which all the balances shown on said statements are probative power against him/her, and this will be considered an undertaking from customer to the Bank of the validity of what is stated in these statements.
10. In case of any changes that will occur on the announced fees, expenses, commissions, terms and conditions product features, the Bank informs the customer in advance prior to applying the said changes using the available channels in the Bank within a suitable timeframe; if the customer continues to use said product / service after the notification, then it will be considered as an approval from his side on these changes.
11. The Bank shall cover postage, commissions, charges, taxes, stamps or any other costs from the customer's account
12. The Bank may reject the customer's request to obtain the facility. the customer may inquire for the rejection reasons and receive a response in this regard (if possible). The customer may retrieve the documents which submitted by him/her from the Bank in case of rejection.
13. The customer is entitled to review the contract before entering into it and may obtain a copy at any time after entering into the said contract.