

**Form 001 (as Amended)**

**FCCPC Digital Lending Service Provider and Vendor Form**

***NB:** This form should be submitted, duly completed, accompanied by the complete set of documents required under the First Schedule.*

1. Name of service provider:

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2. Operational business address:

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3. Functional phone numbers:

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4. Email address:

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5. Website:

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6. Identity and nationality of promoters, directors and initial key role players:

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7. Type of services provided:

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8. Details of affiliations with any other companies, institutions or similar businesses, whether domestic, regional or global:

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9. Consultants, agents, or any person assisting with the registration process, operations, or management:

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10. Full details of all operational Bank Account(s) (Bank, Account Name and Account Number):

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11. Proposed commercial and revenue model (including interest rates or Annual Percentage Rates (APR), charges, fees, and levies for default):

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12. Source(s) of funding, including equity, debt, or otherwise:

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13. Any license authorizing the business to operate:

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14. List of all services or applications (apps) in operation or intended for operation and their respective URLs:

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15. Specify the services and processes to be provided by the Company for lenders:

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16. Confirm that the services and apps deployed for lenders are not designed to and will not have access to customers' call logs, contacts and photos/gallery:

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17. Confirm that the platforms, file formats, and web links to be provided for lenders are the same as those stated in Clause 14 above:

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**SCHEDULE OF DOCUMENTS REQUIRED FOR REGISTRATION**

<b>S/N</b>	<b>Document</b>	<b>Confirmation</b>
1	Duly filled Digital Lending Service Provider and Vendor Guidelines Form 001 (as Amended), Form 002 and Form 003	
2	Evidence of payment of applicable fees	
3	Certified copy of the Certificate of Incorporation of the Applicant, CAC Status Report and MEMART	
4	Detailed list and profile of members of the Board of Directors and key management personnel of the	

	applicant(s);	
5	List of the shareholders of the applicant[s], including detailed information of the ultimate beneficiaries or beneficial owners of any interests in the applicant(s);	
6	Evidence of the proposed Lender's financial capacity to finance the Services	
7	Company's Terms of Use	
8	Company's Privacy Policy	
9	Company's Code of Conduct	
10	Audit Trust mark from the Nigerian Data Protection Commission	
11	Compliance Audit Report and Privacy Impact Assessment Report from a duly registered Data Protection Compliance Organization	
12	A brief description of the business and, where relevant, its groups, subsidiaries and affiliates	
13	An organogram showing the role players and the location of key role players, and any operational approving authorities	
14	Details of a person within the business who is authorized to accept all correspondence and service on the business's behalf	
15	Evidence of membership in any trade or professional associations	
16	Sample of Service Level Agreements/ Consumer	

	Lending Services Agreement with any digital lender	
17	Evidence of feedback and complaint resolution mechanism	
18	Evidence of tax payments or tax waivers, where applicable	
19	Copy of the licence duly issued by the Sector Regulator (where applicable);	

**Form 002**

**Declaration For Digital, Electronic, Online or Non-Traditional Consumer Lending Businesses in Nigeria**

I/We, the undersigned, being director(s) or legally binding and appointed representative(s) of the Applicant declare that:

My/Our business is legitimate, lawful and will operate in continuing compliance with any prevailing and applicable laws.

I/We have complied with all applicable regulatory requirements and or approvals for any technology to be deployed in or used for the purpose of our business in Nigeria.

The capital to be invested in my/our business has no origin or flow that is in violation of any law or proceeds of any illegal activity.

I/We have complied with; and will continue to comply with all provisions of law with respect to third-party privacy rights and personal data including data related to principles of lending as well as recovery practices that are consistent with fair lending principles and provided for under Sections 17(g), (y); 114; 124; 125; 127; and 129 of the Federal Competition and Consumer Protection Act, 2018; Nigeria Data Protection Act, 2023 and the Nigeria Data Protection Regulations, 2019.

Our processes and operations comply with the Central Bank of Nigeria Guidelines on Anti-Money Laundering and Combating the Financing of Terrorism (AML/CFT).

The information provided in this Declaration is true.

To the best of my/our knowledge and belief, the information in FORM DLG 001 and this Declaration is complete and accurate.

**Director (Name):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Director (Name):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Form 003**

**FCCPC Registration of Partnerships Form**

***NB:** This form should be submitted, duly completed, accompanied by the complete set of documents required with respect to the Consumer Lending Services Agreement.*

1. Name of parties to the agreement:

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2. Business addresses of each party:

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3. Type of relationship (JV, partnership, platform integration, revenue share):

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4. Scope of services covered under the agreement:

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5. Duration and renewal terms:

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6. Revenue and fee-sharing arrangement:

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7. Roles and responsibilities of each party:

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8. Consumer protection obligations (who handles disclosure, complaints, data):

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9. Allocation of risk/liability:

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10. Termination triggers:

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11. Dispute resolution mechanism:

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**SCHEDULE OF DOCUMENTS REQUIRED FOR REGISTRATION**

<b>S/N</b>	<b>Document</b>	<b>Confirmation</b>
1	Certified copy of the signed partnership agreement (full contract)	
2	Board resolution or internal approval from each party authorising the partnership	
3	Evidence of a valid FCCPC/sector license or approval for each party (where applicable)	
4	Privacy policy and data-sharing framework relevant to the partnership	
5	Evidence of complaint-handling mechanism (summary document or policy extract)	
6	Signed Consumer Lending Services agreement (where applicable)	