SOLAR ENERGY LOAN PROCESS

PREPARED BY:
BANQUE DE L’HABITAT S.A.L.

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رجع النور
مع مصرف الإسكان

www.banque-habitat.com.lb
I- Terms and Conditions of the Solar Energy Loan

II- Who is eligible to benefit from a solar energy loan?

III- Solar Energy Loan characteristics
I- TERMS AND CONDITIONS OF THE SOLAR ENERGY LOAN

1- The Borrower must hold the Lebanese citizenship for at least 10 years and enjoy his/her right to legal capacity.

2- Must not be convicted of criminal charges and should have a clean judicial record.

3- Must have a clear credit history and should not have been blacklisted for the past 10 years.

4- Must be of a required age to work and be productive during the entirety of the loan repayment period (for employees till the age of 64 and for free professionals and self-employed till the age of 70).

5- The housing unit, on which the panels will be installed, must be owned by the Borrower or by a family member.

6- The Borrower must first obtain the approval of the “Lebanese Center of Energy Conservation” related to the Ministry of Energy and Water, followed by the approval of the Ministry of Interior and Municipalities.
7- Must also secure the written compulsory consent of 75% of the building co-owners’ committee.

8- The Supplier must be among the list of companies accredited by the “Lebanese Center of Energy Conservation” related to the Ministry of Energy and Water.

9- The Borrower cannot submit a loan application for the purpose of repaying a previous debt or arrears.

10- Married couples, their dependent children and family members who fall upon the couple’s responsibility are considered as one in everything related to these conditions.

11- On the contract signing date, the borrower signs to the profit of the bank, a Life Insurance Policy, paid monthly in cash in Lebanese Pound, as well as a Home Insurance Policy paid yearly, in cash in “Fresh” USD, covering fire risks, allied perils and the third party liability. Those two policies are exclusively issued by a pool of insurance companies.
II- WHO IS ELIGIBLE TO BENEFIT FROM A SOLAR ENERGY LOAN?

Residents and Expats, under the following conditions:

1- For Resident applicants: the household net monthly income must not be less than 6,000,000 LBP and should not exceed the amount of 20,000,000 LBP.

   For Expatriate applicants: the household net monthly income should not be less than the equivalent of 1,000 USD “Fresh” and should not exceed 2,000 USD “Fresh”.

2- Applicants should be in the labor market for at least three years prior to the date of submitting the application, should have regular income based on an official employment certificate, and regular bank statements for a period that is no less than three consecutive years or any other proof of income.

3- The total monthly obligations should not exceed 45% of the household monthly net income, and the monthly loan installments cannot exceed 33% of the borrower or borrowers’ monthly net income.
III- SOLAR ENERGY LOAN CHARACTERISTICS

**LOAN AMOUNT:** is set between 75,000,000 LBP and 200,000,000 LBP and cannot exceed 80% of the project’s cost.

**LOAN TENOR:** 5 years. Early payoff is strictly forbidden.

**GRACE PERIOD:** 3 months as of the contract signing date.

**INTEREST RATE:** 4.99% per annum, subject to amendment.

**MONTHLY BILL PAYMENT:** Cash in Lebanese Pound only.

**LOAN DISBURSEMENT:** The loan amount will be released to the supplier, in Lebanese Pound, 30% in cash & 70% by banker’s check to the 1st beneficiary, **ONLY AFTER** one of the following guarantees is secured:

- **A**– A first degree mortgage (not necessarily on the housing unit subject of the loan).
- **B**– A bank guarantee or pledged cash collateral, equal to the loan amount with its interest and in the same currency.
PART 2

STEPS TO FOLLOW TO APPLY FOR THE SOLAR ENERGY LOAN
First, use the "Loan Calculator" by either by salary or by loan amount to decide on the payment scheme that suits you best. Then click the "Apply for Loan" button to set up an account.
NOW, SIGN UP BY CREATING A USERNAME USING A VALID EMAIL ADDRESS WITH A PASSWORD
SIGN IN/LOG IN INTO YOUR ACCOUNT, USING YOUR PREVIOUSLY CREATED USERNAME TO ACCESS THE LOAN APPLICATION FORM

A - **FILL IN:**

- General and Specific Loan Type Conditions.
- Personal and Professional Information.
- Financial Information.
- **Product Details: Solar Energy Loan Information** *(slide number 12).*

B - **AFTER COMPLETING AND REVIEWING ALL THE ABOVE INFORMATION:**

- Read the Declaration and tick the box next to it.
- Click on the Submit Button.

**N.B:** Once submitted, the Loan Application Form can no longer be cancelled or modified.
Download the LCEC’s LIST OF QUALIFIED SOLAR PV COMPANIES.

Choose a supplier from the downloaded list, then select it on the application from the drop down list.

Download the LCEC EXCEL SHEET (طلب تركيب أنظمة إنتاج الكهرباء من الطاقة الشمسية).

Contact the selected chosen supplier to fill the LCEC EXCEL SHEET and provide the applicant with a PRO-FORMA INVOICE.

Upload the LCEC EXCEL SHEET and THE PRO-FORMA INVOICE each in its respective field on the Online Application Form.

After the Online Application Form has been successfully submitted, the LCEC receives a notification to check the Technical Part.
طلب تركيب أنظمة أنتاج الكهرباء من الطاقة الشمسية

| الاسم الكامل لصاحب المشروع أو الم Giấyة: |
| رقم العقد: |
| المنطقة المارة على: |
| المحافظة: |
| موقع رسم اتفاقية البناء في الإسم (كملا): |

ارتفاع السطح (المكس):
- على الألوان 3 أشكال من سمي السطح في الأفقية التي لا يتجاوز ارتفاعها 1.8 م، و 5 أشكال في الأفقية الأخرى (كملا)

الكثافة الإجمالية:
- 0.5 كيلوبات بترا (بط)، 0.0 فولت (ف)، 0.0 أمبير (ا) (كملا)
- 0.0 فولت (ف)، 0.0 أمبير (ا) (كملا)
- 0.0 فولت (ف)، 0.0 أمبير (ا) (كملا)

المؤشرات:
- مفرق رش (شبة المدارية)
- نهج التركيب المستعمل

النوع (الأمر المبنى)

التوصية: NL IEC 60364-4-1:2003 & NL HD 60164-7:2012

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<thead>
<tr>
<th>المسمى</th>
<th>الاسم التجاري (كملا)</th>
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<tbody>
<tr>
<td>Overcurrent Protection Devices</td>
<td>عود اثر ت⁺دụي</td>
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<tr>
<td>Overcurrent Protection Devices</td>
<td>عود اثر ت⁺دụي</td>
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<td>Surge Protection Devices</td>
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<td>Surge Protection Devices</td>
<td>عود اثر ت⁺دụي</td>
</tr>
<tr>
<td>Residual Current Devices</td>
<td>عود اثر ت⁺دụي</td>
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الدوافع المبدعة

المؤشرات:
- تحتوي الدوافع المبدعة بانها معاصرة لملحقات الطاقة الشمسية (كملا)
- تحتوي الدوافع المبدعة بانها معاصرة لملحقات الطاقة الشمسية (كملا)
- تحتوي الدوافع المبدعة بانها معاصرة لملحقات الطاقة الشمسية (كملا)

التوصيات:
- استضافة نظام معرض الطاقة (كملا)

الإذن بالتوقيع:

النبوغ وتوقيع:
SOLAR LOAN APPLICATION

SUBMIT

LCEC NOTIFICATION TO CHECK THE TECHNICAL PART

APPLICATION REJECTED BY LCEC

APPLICATION ACCEPTED BY LCEC

REJECTION EMAIL TO CLIENT + EMAIL NOTIFICATION TO BDH

ACCEPTANCE EMAIL TO CLIENT INCLUDING ATTACHED LISTS OF PERSONAL & TECHNICAL DOCUMENTS + EMAIL NOTIFICATION TO BDH
Email for Solar Loan Application Rejection from LCEC:

Dear Mr/Mrs .........................

We are sorry to inform you that your Solar Energy Loan application has been rejected by the “Lebanese Center of Energy Conservation” for nonconformity of the technical documents to the required standards.
البريد الإلكتروني الخاص باستيفاء الشروط لتقديم الطلب:

فإذًكم علماً أن إستمارة القرض المقدمة من قبلكم قد استوفيت الشروط المبدئية و بإمكانكم الإطلاع على لائحة المستندات المرفقة ربعاً والمطلوبة لتكوين ملف، وفق الآليّة المعتمدة لدى المصرف و ضمن المهلة المحددة.

الرجاء الاتصال بعد خمسة أيام على الأقلّ من تاريخ إستلامكم هذا البريد الإلكتروني، بفرع المصرف الذي تمّ اختياره، لكي يتمّ تحديد موعد لتقديم مستندات الطلب.

أرقام فروع المصرف كافة متوفرة على الموقع الإلكتروني.

إنّ مضمون هذا البريد الإلكتروني لا يعتبر موافقة نهائية على منح القدّر قبل استيفاء جميع الشروط المطلوبة. كما لا يمنح أي حقّ مكتسب لطالب القدّر، ولا يحقّ له بالمطالبة بأي مبلغ أو تعويض من أي نوع كان في حال التأخير في منح القدّر أو رفض منحه.

Email for Application successful submission:

Dear Mr/Mrs ............................

We would like to inform you that you successfully submitted a loan application form. You can check the list of required documents, hereby attached, to create your file according to the loan process and within the set deadlines.

Kindly contact the branch of your choice, at least 5 days after receiving this email, to schedule an appointment for documents submission.

All our branches’ contact numbers are available on the website.

The contain of this email does not represent the final approval to grant the loan before all the required conditions are met and it does not grant any acquired right to the loan applicant, and he is not entitled to claim any amount or compensation of any kind whatsoever, in the event of delay in granting the loan or refusal to grant it.
The requested documents related to the Solar Energy Loan

1) Copy of the Property Title Deed.
2) Real Estate Certificate, for the housing unit subject of the loan issued not later than a month.
3) The written consent of 75% of the building co-owners’ committee.

LOAN GUARANTEES:

A- First degree mortgage (Not necessarily on the housing unit subject of the loan).

1) Copy of the Property Title Deed.
2) Real Estate Certificate, for the housing unit subject of the loan issued not later than a month.

OR

B- Draft of the Bank Guarantee Letter in the same currency of the loan i.e. in Lebanese Pound, equal to the loan amount with its interest.

OR

C- Document that proves the pledged cash collateral in the same currency of the loan, i.e. in Lebanese Pound, equal to the loan amount with its interest.

N.B: Banque de l’Habitat S.A.L reserves the right to request any additional document deemed necessary.
**SOLAR LOAN FILE OPENING**

- Prepare supporting documentation **WITHIN TWO MONTHS**, as of the date of the Application Acceptance email.

- Visit the selected branch based on a previously booked appointment, for documents’ submission.

- File Opening only after the completeness and correctness of the supporting documentation is verified and the settlement of the file opening fees.

- File Analysis with the assessment of the proposed guarantee, by the Credit Department.

- Transfer to Credit Committee for a final decision.

**CREDIT COMMITTEE’S DECISION ON SOLAR LOAN FILE**

- **FILE REJECTED**
  - Automated REJECTION EMAIL to client containing THE REASONS OF REJECTION

- **FILE CONDITIONALLY APPROVED**
  - Automated CONDITIONAL APPROVAL EMAIL to client

**CREDIT COMMITTEE’S FINAL DECISION**

- CONDITIONALLY APPROVED
- REJECTED

Automated EMAIL to client containing THE REASONS OF REJECTION
Email for File Rejection:

Dear Mr/Mrs .................................

We are sorry to inform you that your Purchase/Renovation/Solar loan has been rejected for the following reason(s):  
- Personal and/or Financial  
- Real Estate  
- Technical and Governmental permits

For more information, contact your branch.

All our branches’ contact numbers are available on the website.
Dear Mr/Mrs ……………………….

We would like to inform you that your Solar loan has been approved.

Kindly contact your branch as soon as possible, to learn more about your loan details and additional conditions related to the withdrawal of your loan, within the set deadlines.

All our branches’ contact numbers are available on the website.

The contain of this email does not represent the final approval to grant the loan before all the required conditions are met and it does not grant any acquired right to the loan applicant, and he is not entitled to claim any amount or compensation of any kind whatsoever, in the event of delay in granting the loan or refusal to grant it.
1- CONTRACT SIGNING

- Fulfill the Credit Committee’s Additional Conditions WITHIN TWO MONTHS, as of the date of its Conditional Approval.
- Fill in the Insurance Policies Forms.
- Sign the Loan Contract on the day of a previously set appointment.
- Receive the Conditional Commitment Letter in favor of the supplier.

2- SOLAR PROJECT IMPLEMENTATION

- Installation of the Photovoltaic Solar Energy System by the supplier.
- LCEC Approval after Field Inspection and Site Visit to verify and validate the proper implementation of the Solar Project.
- Approval of the Ministry of Interior and Municipalities provided by the LCEC.

3- LOAN DISBURSEMENT

- The Loan Disbursement will only take place after the Credit Committee previously approved guarantee is secured.
- Loan Amount will be disbursed to the supplier as following:
  - 30% in CASH IN LEBANESE POUND.
  - 70% by BANKER’S CHECK IN LEBANESE POUND PAID TO THE 1ST BENEFICIARY.
Let’s bring the light back 🌞