



## 2007 Citi Microentrepreneur of the Year

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### MASIKAP AWARD

(For micro enterprises with assets of less than P300,000)

### NOMINATION FORM

(To be accomplished **in electronic and typewritten form** by Loan/Credit Officer of a MFI)

Name of nominee: \_\_\_\_\_ Gender: \_\_\_\_\_ Age: \_\_\_\_\_

Address of nominee: \_\_\_\_\_

Name and address of microfinance institution where nominee is a borrower:

\_\_\_\_\_  
\_\_\_\_\_

Phone/Fax/E-mail: \_\_\_\_\_

Name of Loan/Credit officer of nominee: \_\_\_\_\_

Name and address of MFI branch where nominee transacts business: \_\_\_\_\_

Number of loans obtained by nominee during the last 3 years: \_\_\_\_\_

Amount of principal for each loan: \_\_\_\_\_

Describe the nature of the business that the nominee is engaged in:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

When was the business established? \_\_\_\_\_

Please answer the following briefly:

- What is the repayment record of the nominee for previous and current loans?

\_\_\_\_\_

- What is the current market value of the assets of the enterprise?

\_\_\_\_\_



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- How many people (other than family members) does the enterprise employ? (If available, please provide the list of employees in separate sheet/s)

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- What is the peso value of the enterprise's annual sales?  
(If available, please provide photocopy of records. Please provide estimates if records are unverifiable)

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- What is the amount of the annual profit of the enterprise?  
(If available, please provide photocopy of records. Please provide estimates if records are unverifiable)

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- What portion of the annual profits are reinvested in the enterprise?  
(If available, please provide photocopy of records. Please provide estimates if records are unverifiable)

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- What is the amount of savings of the enterprise?  
(If available, please provide photocopy of records. Please provide estimates if records are unverifiable)

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- Describe how the nominee intends to maintain or expand the amount of sales of the enterprise.

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One of the eligibility criteria for the Award is that the nominee is a model citizen of the community with high moral standards and exhibiting socially responsible behavior. In what ways does the nominee meet this requirement? Use additional sheets if necessary.

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You may submit together with this nomination form a short write-up **and pictures of** the nominee and his/her enterprise.

Name of Loan/Credit officer: \_\_\_\_\_  
Signature over printed name

Nominee: \_\_\_\_\_  
Signature over printed name

*Note to Loan/Credit officer:* Accomplished nomination forms are to be submitted to the head office of your MFI **before June 29, 2007.**

*Note to manager of MFI:* Create a Screening Committee to select three most outstanding nominees from your MFI. Rank the nominees from numbers 1 to 3 using the MFI Nomination Tracking Sheet. Submit the nomination forms and the MFI Nomination Tracking Sheet to your network or federation before **July 6, 2007.** Nominations accompanied by pictures of nominee and the enterprise and/or video tapes with interviews will be most appreciated by your network and the Country Team. There seems to be an appreciation for nominations that are accompanied by well-presented and well-written write-ups with pictures of the nominee and his/her enterprise.