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**BTWEA / STEA Checklist**

|  |  |
| --- | --- |
| **Client Name** | **Date** |
|  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Mandatory** | **Yes** | **No** | **Comment** | **Actions** |
| Assessment of Suitability |  |  |  |  |
| BTWEA/STEA Form |  |  |  |  |
| Business Plan Workbook |  |  |  |  |
| Cash Flow Projections |  |  |  |  |
| Proof of ROS Registration |  |  |  |  |
| TCAN (tax clearance) |  |  |  |  |
| SYOB Attended |  |  |  |  |
| Training/Events Discussed |  |  |  |  |
| CRO |  |  |  |  |
| Permits/Licences |  |  |  |  |
| ESG application filled on application form |  |  |  |  |

Client Signature:

Enterprise Officer Signature: